

**Strategic Planning Committee (SPC)
Technology Working Group**

Minutes

16 September 14

1. Introductions: welcome to our student representative!
2. Timeline
 - Tuesday, Sept 23 - Campus culture; Mechanisms for metrics/data analytics
 - Tuesday, Sept 30 - (Widely publicized meeting) Online learning
 - Tuesday, Oct 7 - Mechanisms for metrics/data analytics; Funding sources
 - Tuesday, Oct 14 - Cancel (I will be out of town all week)
 - Tuesday, Oct 21 - Remaining items
 - Begin writing (Google Doc - so that everyone can contribute/see): template is forthcoming
 - Tuesday, Oct 28: Cancel for writing
 - Tuesday, Nov 4: Discuss draft
 - Tuesday, Nov 11: No classes
 - Nov 15: DUE DATE (prefer to have draft completed by Nov 10)
3. Takeaways from Development Day meetings
 - Difficulty in keeping conversation on strategic rather than on the operational
 - Perception of faculty and students of online modalities is very low
 - Biggest problem is communication: what is out there and how to use it
4. Updates from SPC
 - Guiding principle: “student success”
5. Discussion and revision of three points
 - Encourage the culture of experimentation with instructional technologies
 - Office of Instructional Technology
 - Incentivizing the use of instructional technologies
 - Leverage technologies to assess and analyze the needs to support the success of current students and predict the needs of future students
 - How many years of data do we need before we can predict what makes Fitchburg State student “at-risk”?
 - Is it time for a Vice President of Student Success?
 - Assess and ensure the digital literacy of our students
 - If students need to be made aware of the digital literacy they will need to have for courses and beyond, there needs to be a mechanism in place to assess and ensure this requirement