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**Subject:** ATSC meeting follow up

**Date:** Mon, 17 Apr 2017 19:45:25 +0000

**Importance:** Normal

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Dear all,

Thank you so much for your engagement at last week's Academic Technology Steering Committee meeting. I appreciated your thoughtful responses to the classroom topics.

In lieu of formal meeting minutes, since you have the slides from the meeting and most of the time was spent discussing the two recommendations from Media Services, I thought I'd summarize next steps coming out of the meeting:

#### **Room Checks**

Kate will return to the next meeting with an opt-out pilot proposal for the MBA program.

#### **Video Recording**

1. Kate will gather the following data:

- Who outside of the CCTL requests video recordings and for what purpose;
- How many "record all" requests come in each semester from faculty teaching in MBA; and
- How much notice, on average, is given for recording requests.

2. We will then meet with Felix and Jana to review the data, along with how policies/procedures related to video recording might be reengineered to stay within the desired guidelines for the MBA program.

We will pick up the conversation related to these issues in our summer meeting, when we'll also come back to the widescreen topic. Planning for that meeting will begin soon!

Enjoy the rest of the week.

All the best,

Beth

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