1. Approval of Minutes of November 2, 2007

2. Previous Meeting Action Item Review
   • Follow up on proposal to post hardware and software lab information online and in the labs – Hilary Baker.
   • Invite ACAT to join the regularly scheduled ATC meeting on February 1, 2008 at 1pm – Hilary Baker
   • Office 2007 software availability – determine site license, specifically for installation in AMC’s new lab – David Levin.
   • Web CT issues: problems with quizzes, log in errors and slowness while uploading files – David Levin to check with Randal Cummings
   • My Academic Planner features: identify primary contact person or group – David Levin.

3. Announcements
   • Joint ATC - ACAT meeting scheduled for February 1st from 1pm – 2:30pm followed by ATC meeting from 2:30 – 3:30 if necessary.

4. Chair’s Report
   • Agenda items for joint meeting with ACAT
     • Academic Transformation (Provost)
     • Future of Academic Technology (Provost/David Levin)
     • LMS (Steve Fitzgerald)
   • Matrix

5. Department/ College Issues

6. CIO’s Report
   • Smart Classrooms (David Levin)

7. Discussion Topics – time certain 1:15pm
   • Academic Transformation & Hybrid Courses (Spero Bowman)
   • LMS Status (Steve Fitzgerald)

8. Policy

9. New Business

Next meeting is February 1st, 1-3:00pm, possibly 1-3:30pm.