

**Members Present:** Adrieana, Lyndsi, Richard, Olivia, Elise, Erin, Jeremy, Dave, Matthew, Justin, Candy, Tara, Dallas, Carinne, Amy  
**Absent:** Brice, Erica, Kelly, Joshua, Karla, Donal, John

**Comments:**

Introductions- new members in attendance. Welcome to Carinne Knight and Andrew Boring

**Voted to approve 9/12/25 minutes. Elise motioned to approve. Dave second. Minutes approved.**

**Action**

AI literacy training for all divisions. Organize training to occur throughout the year.

Erin: Most effective way to train: have an in-person workshop so faculty can walk into an AI lab.  
Member discussion and agreed upon initiatives:

1. Conduct a needs assessment to determine current faculty familiarity, comfort levels, and priority areas of AI training.
2. Conduct a needs assessment to determine the current availability and performance of the hardware and software needed to complete individual courses.
3. ETC will develop and implement a training plan to meet the AI literacy needs of the faculty on the campus.

Vote to approve new initiatives. Dave motion to approve, Elise second, all in favor. Initiatives approved.

**Discussion**

Windows laptop discussion- several divisions cannot use Chromebooks: Graphic design, CAD, Auto CAD, Computer classes, some business courses, etc. Andrew, LRC said they did reserve Windows laptops for Graphic design and Computer courses this fall semester. This seemed to work out well and there are still some laptops left.

Meeting time changed from 10am to 11am to fit the schedule of 4+ members.

Review/update of initiative #1 from last year. Dave says it will be finished by the December meeting. Members will review the final result in December, Olivia will then close out this initiative and report to Senate.

**Reports:**

IT Updates: IT is currently in the process of hiring for the two positions. Reviewing applications. Interviews to be conducted by the end of October. The new technician should start in November, and the Senior IT should begin in December/January.

Mygiant portal: live on the 20th [mycos.edu](http://mycos.edu) it will have feedback form.

Bannerweb9 update: Jan 26th

Disaster recovery scheduled April 1st.

Updating all computers with Windows 11

Stanford Update:

Will continue to meet throughout the academic year. Richard and Olivia mentioned the engagement and great energy. Tara gave an example of how she would use the AI chat bot for personalized interviews for the business career strategies course. Amy mentioned that she and her department members have found ways to effectively integrate chatbots into their courses and are hopeful that they can reduce nursing program costs by utilizing OER and AI.

Vote to Adjourn