

The Texas A&M University System

Council for Academic Technology and Innovative Education (CATIE)

May 2024

Background Information

In February 1998, the A&M System Chancellor convened two groups to explore the future of distance learning in The Texas A&M University System (TAMUS). As a result of this effort, sixteen individuals representing nine campuses, the Health Science Center, and the agencies were designated by their Chief Executive Officers (CEOs) to focus on policies and strategies to accommodate instructional technologies and multi-media-based programs formed the Distance Education Advisory Council. The council met regularly to develop guiding principles as the focus for the initial development of *TAMUS Online*, a web portal that would provide students access to online educational opportunities. In 2003, several System initiatives, including distance education, were disbanded and offices were dissolved. In 2008, TAMUS reestablished its focus on Distance Education by reactivating an advisory council, with representation from system member universities and agencies.

In 2013, the A&M System Vice Chancellor for Academic Affairs (VCAA) initiated a restructuring of the council into a more formal and encompassing organization that would provide collaborative strategic direction for academic technology and educational innovations for the System members.

ARTICLE I. Name, Purpose, and Areas of Focus

Section 1. Name

This council shall be Council for Academic Technology and Innovative Education (CATIE) representing The Texas A&M University System.

Section 2. Purpose

The purpose of CATIE is to support the educational mission of the system members in matters related to technology use in the design, development, delivery, and assessment of courses and programs, and to advise the VCAA on such matters. The CATIE members provide collaborative strategic direction, guidance, and recommendations on technology-enriched teaching, learning, and assessment initiatives that present a continuum. This continuum begins in the classroom and expands to encompass new environments, emerging trends, and innovative education.

CATIE works in close collaboration with other System-level councils and committees to ensure academic technology, innovative education and environment needs are met throughout the System.

Section 3. Areas of focus

Areas of focus for the Council include, but are not limited to:

- Teaching and learning technologies
- Policies, rules, and regulations governing the use of technology within the academic environment
- Quality assurance, integrity, and compliance in the use of technology in teaching and learning
- Collaboration to leverage resources
- Emerging and innovative trends and best practices for using academic technologies to advance the TAMUS goals
- Professional development for faculty and staff in academic technology

ARTICLE II. Membership Structure and Distribution

Section 1. Membership Structure and Selection

The complex and unique nature of academic technology requires cooperation and consultation from various segments of the A&M System community--instructional technology, information systems and services, and academic affairs.

As the academic technology domain is dynamic, CATIE will have a flexible structure to respond to System initiatives and issues at hand. To that extent, membership is extended to include representatives with expertise in various areas to work on task forces and/or committees as needed.

Ideal CATIE members are:

- Academic leaders (e.g. Assistant Vice Presidents, Assistant Deans) overseeing academic technology operations
- Directors of Distance Learning and/or Instructional Technology
- Faculty members with proven record of innovative use of technology in teaching
- Professionals in charge of technology-based training and outreach

Member University Chief Academic Officers (CAO) appoint CATIE members from their respective universities. Deans/Vice Chancellors overseeing the agencies shall appoint representatives as directed by Section 2, "Membership Distribution." CATIE members are appointed for three years with the possibility of re-appointment. Travel expense is the responsibility of member institutions to attend two in-person meetings, one being the CATIE conference or summit in June held in College Station and a second to be determined by the Executive Committee. The CATIE Chair and Vice Chair will have additional travel expenses for Board of Regents meetings.

Any changes in membership will be communicated to the VCAA by the respective A&M System members.

Section 2. Membership Distribution

The Council is composed of representatives from the A&M System academic institutions and associated agencies. Due to the diversity of the size and function of the A&M System, voting seats are allocated to each member as described below. Each A&M System university will have two voting seats on the council. The current list of universities:

- Prairie View A&M University
- Tarleton State University
- Texas A&M International University
- Texas A&M University-Central Texas
- Texas A&M University – College Station
- Texas A&M University-Commerce
- Texas A&M University-Corpus Christi
- Texas A&M University-Kingsville
- Texas A&M University-San Antonio
- Texas A&M University-Texarkana
- West Texas A&M University

Branch Campuses & Agencies:

Branch campuses and agencies will each have one voting member as selected by the CAO/CEO.

Two external organizations will have voting representation on CATIE:

- Chancellor’s Student Advisory Council (representative elected by CSAC at May meeting; serve a one-year term)
- Electronic Information Resource Advisory Contact (EIRAC) representative appointed from EIRAC by the TAMUS Chief Information Officer for a one-year term with possibility of reappointment.

In addition, the following individuals or *their designees* serve as ex-officios on the Council:

- TAMUS Vice Chancellor for Academic Affairs (VCAA)
- TAMUS Chief Information Officer
- TAMUS System Office liaison

ARTICLE III. Committee, Officers and Duties

Section 1. Executive Committee

The Executive Committee (EC) is the governing body of CATIE serving as an advocate for the broader field of academic instruction and emerging technologies. The EC provides leadership, determines priorities, and creates task forces and committees to address issues, propose solutions, and communicate recommendations and decisions to VCAA and constituents.

EC is composed of eight members who have served at least one year on CATIE. EC is elected by CATIE membership annually following the summer meeting. CATIE members elect the EC for a two-year term with rotating terms of service. The TAMUS liaison will send member bios to all CATIE members and request nominations for the Executive Committee no later than June 1. Voting will take place by the membership immediately following the CATIE Summit/Conference.

In addition, a student member selected from the Chancellor's Student Advisory Council will serve for a one-year appointment.

EC has two officers:

- Chair
- Vice Chair

The VCAA appoints the Chair and Vice Chair from among the elected EC members to a one-year term with the possibility of reappointment with recommendation to limit the term of service to no more than two consecutive terms.

Section 2. Officer Duties

CATIE officers serve in an executive capacity to identify system initiatives, to coordinate and facilitate CATIE meetings and events, to communicate the needs and concerns of members, and to make formal recommendations of decisions to VCAA. The Chair represents CATIE in the TAMUS IT Governance structure and attends A&M System meetings, as appropriate. The Chair has direct oversight of the EC, the vice chair and CATIE as a whole. The Vice Chair, consulting with the chair, has direct oversight of external events like the Chancellors Summit/Conference.

Section 2.1 System Liaison Duties

System liaison keeps records of all membership, executive committee and general membership meetings, and activities.

Section 3. Quorum

A fifty percent plus one of the voting membership establishes a quorum for all CATIE general and EC meetings.

ARTICLE IV. Meetings

Section 1. Membership Meetings

CATIE membership shall meet no fewer than three times per year via face-to-face, audio conference, teleconference, web conference or any combination thereof, with at least one meeting early in the Fall semester, and one face-to-face meeting at the CATIE Summit/Conference when possible.

Section 2. Executive Committee Meetings

The CATIE Executive Committee shall meet monthly via face-to-face, audio conference, teleconference, web conference, or any combination thereof.

Section 3. Task Force Meetings

CATIE committees and task forces meet as needed via face-to-face, audio conference, teleconference, web conference, or any combination thereof.

Section 4. Special Meetings

Special meetings of the Executive Committee and/or membership may be held as called by the Executive Committee chair and/or the VCAA.

Section 5. Annual Academic Technology and Innovation Event

CATIE partners with other System institutions, agencies and/or external organizations to assemble for a summit/conference that focuses on the issues identified by the A&M System members and to generate recommendations, action plans, and solutions.