

COMMITTEE ON EDUCATIONAL TECHNOLOGY

3:00 P.M.-4:30 P.M., Thursday, October 25, 2001

MEETING MINUTES

Present: Robert Burger, Robert Davis, Eric Loehr, Herb Nickles, Scott Bradbury, James Callahan, Samuel Intrator, Thomas Rohlich, Charles Staelin, and Gregory White

Routine Invitee: Eric Brewer

Approval of Minutes

The committee approved the minutes of the October 11, 2001 meeting.

Reports from Long-Range Planning subcommittees

Scott Bradbury reported on his subcommittee for using technology. He said that Kate Etzel, Director of User Support Services had presented ElementK to the subcommittee and she had provided the members with licenses to use this on-line training program in order to access and review it's capabilities. She said that I.T.S. staff had taken multiple courses and were very impressed with them. The cost for ElementK licenses will be \$29.00 per user.

Scott said that Linda Ahearn, senior programmer/analyst in Educational Technology Services had presented a proposal for faculty seminars in the use of technology in the classroom. These seminars would initially target a test group of about ten faculty members and would have a January 2002 rollout. Robert Davis and Linda will provide the subcommittee with a draft proposal for these seminars at their next meeting. It will then be presented to C.E.T.

The next subcommittee meeting will discuss student literacy and once they have developed some proposals, they intend to invite students to participate in the process. Charles and Robert said that several students had spoken to them about the need to have Smith help students achieve increased literacy. Robert noted that a unified, higher standard is becoming more necessary all the time and cited Luna Insight as an example.

Bob Burger and Herb Nickles will attend the next C.A.P. meeting to answer questions about Universal Student Access and their revised funding proposal.

Bob Burger reported for the subcommittee on creating/maintaining the infrastructure. He provided the committee with a handout that had been prepared to categorize academic software. The committee felt that another category should be added to Pedagogical Software to address on-going software needs and upgrades. Ultimately this outline for obtaining and funding software will be included in the Money Book to clarify the process for faculty. Eric Brewer said that Division III is compiling a list of software and pricing which will be provided to the committee. Charles, Robert, and Eric will meet to identify software categories/ staff contacts/ and funding sources and report back to C.E.T.

Robert Davis reported that a change had been requested to the on-line software application form. The committee reviewed and approved this change.

Report on S.R.I.S.

Herb Nickles reported on the results of the I.T.C.C. discussion of S.R.I.S. They felt that a one-time payment to S.R.I.S. participants and the discontinuing of Crocker

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Communications was the most equitable solution to this issue. Bob encouraged the committee to agree on a recommendation that could be presented to I.T.C.C. at their next meeting. Greg White asked if it was feasible to provide an in-house dial-up service and Herb said that it would be too expensive and that I.T.S. does not have staffing to support it. Sam Intrator said that faculty is expected to be responsive to students after hours and that he felt there should be an on-going subsidy to faculty to compensate them for the costs of remote access. Eric Brewer said that there were many faculty who had no problem with the system presently in place. Tom Rohlich made a motion that the contract with Crocker Communications be discontinued, that all faculty members be encouraged to engage an internet service provider that suits their needs, and that Smith provide a monthly salary supplement of \$10.00 to each faculty member to help defray the cost of internet service. The motion was seconded by Greg White and the committee unanimously agreed that this be the recommendation of the C.E.T. Bob Burger will take this recommendation to the I.T.C.C. at their next meeting.

Video Collection move and check-out policies

Robert Davis reported that the video collection is being relocated from the Media Services area in Alumnae Gym to the Neilson Library in January 2002. Media Services will still have films for use by faculty, but the video collection will now have expanded hours and will be more easily accessed. Robert said that there is a one-time \$30,000 budget for replacing and adding classroom TV's, VCR's, and overheads this year.

C.E.T. grant proposals

The deadline for fall grant proposals is November 1st, and the committee agreed to review the proposals at the meeting on November 15th.

There being no further business to discuss on the agenda in the time allotted, the meeting adjourned at 4:30 P.M. The next meeting for C.E.T. will be on November 8th at 3:00 PM in Stoddard Hall G4.

Respectfully submitted,

Constance McGinn, recorder