

COMMITTEE ON EDUCATIONAL TECHNOLOGY

3:00 P.M.- 4:00 P.M., Thursday, May 2,2002

MEETING MINUTES

Present: Robert Burger, Scott Bradbury, James Callahan, Eric Loehr, Herb Nickles, Samuel Intrator, Charles Staelin, and Greg White

Absent: Robert Davis and Thomas Rohlich

Guest: Eric Brewer

Approval of Minutes

The minutes of the April 25,2002 meeting were approved as written.

Report from Chair on USA proposal

Bob advised the committee of two changes made to the USA proposal document that had been requested by ITCC:

- 1) The title of the document was changed to "Technological Initiatives and Universal Student Access" to reflect the focus of preparation of faculty and continued assessment of the value of USA.
- 2) The budget figure of \$500,000 a year was changed to just say "funds" since there was no way to know what the initiatives would cost and ITCC did not want to be committed to any specific figure.

The committee agreed with these changes and Bob said that the revised document was circulated to faculty for their review prior to the faculty meeting.

Long-Range Planning – formulation of final recommendations to the Provost

Bob said that it was a charge of the CET to provide the Provost with long-range planning recommendations and that he was compiling the reports of the subcommittees into one document with a cover letter to send to Susan Bourque. The committee reviewed the final reports of the subcommittees to be certain that the edits had been made and that there was nothing further to add. Robert Davis will create a prioritized wish list to include three levels of urgency for electronic classrooms during the summer and fall to help guide CET during FY2003. Herb noted that the request for \$44,000 for classroom upgrades had resulted in an approval of only \$11,000 and that this would seriously impact the initiatives planned for the classrooms. Sam said that he was using less technology in his classes because it is so much work to use equipment in its current format. Greg said that it is unreasonable to have to request equipment a week in advance and that being able to reserve fully equipped classrooms would be a vast improvement.

Herb noted that the CET long-range planning proposal for pedagogical software upgrades not presently covered by CET would require additional funding from the college to implement.

Bob thanked the committee for its work this year and the subcommittees for the extra hours they put in working on the long-range planning. He also thanked Connie for her diligence in recording the meetings. He reminded the committee that newly elected

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members would be announced at the final faculty meeting and Jim volunteered to get the list to Connie so that she could contact the committee to schedule fall meetings. Jim, Sam, and Scott are returning faculty and they were advised to begin thinking about a committee Chair for next year.

Report from the Executive Director, ITS

Herb said that five years ago the self study team recommended the formation of CET and that as a result of CET's efforts the relationship between the faculty and ITS has improved greatly. He thanked the members for all the work they have done this year and in the past five years to build a committee that was having such a positive impact.

Report from Charles Staelin

Charles said that at the last CFCD meeting the committee had voted to send a request to the Provost to assist in funding remote Internet access via an ISP for faculty by one of two possible methods:

- 1) Faculty Grants Program- ISP costs would be considered an allowable expense up to a certain limit.
- 2) Short-term Program- faculty reimbursements of up to \$10/month for ISP.

Other Business

Sam asked the committee for names of Smith students who might be interested in working with Northampton High School students on an online school newspaper. He has a grant for this technology partnership and he can offer Smith students \$2000/year for their work with the program.

Scott and the committee thanked Bob Burger for his wonderful stewardship of this committee for the past two years.

There being no further business to discuss, the meeting adjourned at 4:00 P.M. The next meeting for C.E.T. will be in the fall of 2002 at a time to be determined.

Respectfully submitted,

Constance McGinn, recorder