Committee on Educational Technology
11:00-12:00 noon, Monday, January 24, 2005

MEETING MINUTES

Present: Margaret Anderson, Rodger Blum, Anna Botta, Eric Brewer, Robert Davis, Chris Gole, Sam Intrator, Eric Loehr, Herb Nickles, and Roisin O'Sullivan

Absent: Charles Staelin

Minutes of December 20, 2004

The minutes of the December 20, 2004 meeting were approved as written.

Updates on outstanding Fall 2004 CET initiative proposals

1) Lucretia Knapp & Baba Hillman's request for video production equipment will be funded by CET for $8,590, Dean for Academic development for $7,000, and the Film Studies department for $1,590. Robert said that there may be further savings as Media Services has found the equipment at a cheaper price.

2) Andy Rotman's response for further justification of his request was forwarded to the committee for review and discussion. He did not try the iPod but the committee was very interested in his pilot project and they would like him to provide feedback on how often the equipment was used, how well it was accepted by students, if there was adequate voice pickup, and if it was easy to use with the web and Blackboard. They would appreciate at least a draft of this feedback for their May 16th meeting. The committee also requested that he provide a quick set-up sheet for future use by others at Smith. It should be restated that there will be no staff support and that this equipment is the property of Smith College and is on loan to him for the pilot project.

Committee on Educational Technology
11:00-12:00 noon, Monday, January 24, 2005

FCAP standards and credits – Robert Davis

The committee was provided with document describing the current FCAP standard equipment as well as specifications and costs for equipment with larger monitors. After some discussion, the committee agreed that changing the FCAP standard to include the larger monitors would result in fewer machines being available for distribution and make the replacement cycle as much as 5 years. Herb suggested and the committee agreed that CET send a letter of awareness to the Provost/Dean of Faculty and the Dean for Academic Development about the problems attendant to requests for increased FCAP standards. Margie and Anna will draft a statement for the committee to consider at the next meeting. Eric Brewer said that he thought the FCAP laptops should be beefed up to 1GB RAM and Robert said he would have Barbara Pliska research costs for this. (See attached document titled FCAP-CET 2005laptops.xls)

The committee agreed that instead of stating a dollar amount (currently $2,150) that could be credited toward equipment that exceeds FCAP standards, the credit should be based on the value that is equal to but not greater than the value of the FCAP standard desktop unit for the requested platform.

Reliability statement update – Margaret Anderson

Margie and Herb gave the committee summaries of further communications with CLAC schools about their methods for communicating outages. It continues to be clear that Smith is doing as much or more than the other CLAC schools to keep their faculty/staff/students alerted to network problems. Progress is being made on a statement that could be posted on the Smith website which addresses Smith's commitment to network reliability. Margie & Herb are working with Charles on a statement and hope to bring it to the next meeting of CET.

There being no further time for discussion, the meeting adjourned at 12:00 PM. The next meeting of CET will be February 21st at 11:00AM in Stoddard Hall G4 unless otherwise notified.

Respectfully submitted,

Constance McGinn, recorder