1. **Introduction of New Student Representative**

   - The group welcomed M. Gary as student representative of the committee, who replaced Julia Collins for Academic Year 2014-2015.

2. **Review of Memo on Massive Open Online Course (MOOC)**

   - J. O’Rourke presented his memo previously distributed to the committee stipulating some reasons to move forward with the development of a MOOC based on Lauren Duncan’s course, PSY374 *The Psychology of Activism*.
     - The MOOC will be discussed at the faculty meeting on Wednesday November 19.

   - The group discussed the contents of the memo.
     - The funding allocated toward online learning is not specifically intended for one particular MOOC.
     - MOOC experience can be applied directly to the classroom.
     - Long-term benefits will include those outside of the MOOC such as the digitization of objects in the Smith College Archives.
     - Will MOOCs be considered a form of publication and if so, count toward tenure?
     - Students will be working on the MOOC in Spring 2015 Semester.

3. **CET Grant Guidelines Review**

   - It was suggested that the CET website should include instructions that requests for iPads are to be made with the Committee on Faculty Compensation and Development (CFCD).
     - The CFCD has a pool of $500.00 per year that now also includes travel funding.

   - The CET has two pools for iPad check outs; one for students and one for faculty.
     - The student pool is for 60 students.
       - Students can have applications loaned to them to be pulled back at the end of the semester.
The faculty pool is for ten faculty.

- The group discussed the CET grant guidelines.
  - Faculty projects are innovative or pedagogical; not only for the faculty.
  - Faculty do not receive stipends.
  - Faculty can now apply for grants whenever they wish.
  - CFCD funding is not just for research but for teaching as well.

4. CET Grant Proposals

- Floyd Cheung’s proposal of using an iPad as a virtual chalkboard for $713.00 was not approved as it was agreed that he should instead apply to the CFCD.

- Jim Johnson’s proposal of Joint Mechanics and Stress for $6,000.00 was approved for $5,000.00. He had already acquired $10,000.00 in department funding for the project.

- Mary Harrington’s proposal of Imaging Social Interactions for $4,250.00 was approved for $2,125.00.

5. Proposal for Modifications to Classroom and Event Support

- T. Laughner presented his proposal previously distributed to the committee.
  - Graphs of events activity were presented showing a marked increase in all areas of support requests over the past several years.
  - For every delivery of equipment there is also a pickup.
  - Two to three students per day handle requests.

- The group discussed the proposal of possible fines and solutions.
  - PowerPoint remote controls may be loaned out and returned rather than delivered.
  - The 30 classrooms that do not have computers are small seminar rooms that do have projectors.
    - Mac minis could be purchased for these classrooms at a cost of around $30,000.00 ($1,000.00 apiece, plus the cost of cabling and labor).