



**EHD COLLEGE TECHNOLOGY COMMITTEE**  
**ROOM 104**  
**April 9, 2008 • 10:00 AM**

- (1) Call to Order & Roll Call
  - a. Attendance: Joneen Iverson, Amy Johnson, Steve LeMire, Janie Pintertis, Harriet Powers, Andrew Quinn, Carol Schneweis, Jeffrey Sun, and Richard Van Eck
- (2) Open Issues

Item	Action Steps	Notes
D3 Briefing	<ol style="list-style-type: none"> <li>1. Date               <ol style="list-style-type: none"> <li>a. D3 event in the fall, preferably during the 3<sup>rd</sup> week of September;</li> </ol> </li> <li>2. Structure of the Event               <ol style="list-style-type: none"> <li>a. Dessert competition remains</li> <li>b. One hour event that combines demonstrations and desserts;</li> <li>c. Demonstrations are very short highlights of the new technology 5-7 minutes each;</li> <li>d. Format to follow a Las Vegas Tech Show theme;</li> <li>e. Recommendation for CILT or other offices (e.g., Continuing Ed) to have sign-ups for upcoming sessions.</li> </ol> </li> </ol>	
Needs Assessment Survey Reponses (see attachments)	<ol style="list-style-type: none"> <li>1. Data Coding               <ol style="list-style-type: none"> <li>a. Jeff will conduct an initial review of the data and conduct an axial coding of the data.</li> <li>b. After that, he will forward the codes to the Committee for comment, and Rick Van Eck will take a second, more focused look at the codes in light of the data.</li> </ol> </li> <li>2. Coordination and communication of technology               <ol style="list-style-type: none"> <li>a. The Committee expressed serious concerns over the coordination of technology and the goals of online education.</li> <li>b. The Committee supports online education and several faculty expressly stated that online education is a necessity, especially to address the declining college enrollment in the Upper Midwest and to deal with the budget constraints. However, the Committee also</li> </ol> </li> </ol>	

	<p>expressed concerns over factors that inhibit that movement.</p> <ul style="list-style-type: none"> <li>c. The Committee expressed the following conditions as essential: <ul style="list-style-type: none"> <li>i. a technology coordinator, who would recommend, coordinate, manage and supervise matters over technology and online learning at the College level</li> <li>ii. a one-point of contact format to deal with the technology and online courses creation and delivery – for faculty and staff;</li> <li>iii. a one-point of contact format to deal with the technology and online courses – for students;</li> <li>iv. smoother operations to address the program enrollment and course registration processes</li> <li>v. availability of smart classrooms and designated distance learning classrooms for classes that need and use the equipment</li> </ul> </li> <li>d. The Committee requested that a letter be sent to Joshua Reidy (Dean, Continuing Education).</li> <li>e. Rick Van Eck moved that the Committee construct a memo to Joshua Reidy – outlining the College’s needs to successfully move forward with online education and complementary technology needs. Steve LeMire seconded that motion. The Committee voted 7-0 in support of the motion.</li> </ul>	
Equipment Requests	<ul style="list-style-type: none"> <li>1. General discussions <ul style="list-style-type: none"> <li>a. Approximately \$13,000 is available for equipment requests within this budget year.</li> <li>b. The Committee referred to the “Needs Assessments” to determine equipment requests as well as 2008-2009 filed requests.</li> <li>c. The Committee decided to divide the proposals into two categories: those proposals with sufficient information including prices and those proposals that should be entertained.</li> </ul> </li> <li>2. Decisions <ul style="list-style-type: none"> <li>a. More information needed and we’ll review at</li> </ul> </li> </ul>	

	<p>the May 2008 meeting:</p> <ul style="list-style-type: none"> <li>i. PXW: DV equipment</li> <li>ii. CPCS: DV equipment</li> <li>iii. SW: review list</li> <li>iv. T&amp;L: review list</li> <li>v. EFR: review list</li> </ul> <p>b. Joneen Iverson moved to accept three proposals – PXW’s \$2,000 for a portable sound system, EDL’s \$2,200 proposal for a networked, laser color printer, and CPCS’s \$2,200 proposal for a networked, laser color printer. Amy Johnson seconded the motion, and the Committee voted 7-0 in support of the motion.</p>	
Other Issues		

(3) Adjournment