



EHD COLLEGE TECHNOLOGY COMMITTEE ROOM 206

September 7, 2006 • 1:00-2:00 PM

Attendance: Mary Baker (ex-officio, T&L Tech Committee), Ron Brinkman (for PEXS), Andrew Quinn, Janie Pinterits, Harriet Powers, Jeffrey Sun, Rick VanEck, John Williams, David Yearwood

(1) Technology Showcase

- a. Issued raised about the timing of the year for the Showcase
 - i. Dave Yearwood and Harriet Powers had a discussion prior to the meeting that waiting until the spring may be a problem because faculty then won't incorporate the technology until the fall – if they even remember the training during the summer when they are preparing.
 - ii. Rick Van Eck responded with a push to keep the Showcase date in the spring 2007 because more training is still needed after the Showcase, and the scheduling in late November for the Showcase is likely going to be a problem since it's generally a crunch time for faculty. The Committee agreed.
- b. Scheduling the date of the Showcase and subsequent Training Sessions
 - i. Showcase: early spring term, January 26th
 - ii. Training Day: March 30th (nb: spring break March 12-16)

(2) Technology in Other EHD Buildings

- a. Dave Yearwood requested that the departments in other buildings to identify technology needed, especially smart classrooms.

(3) Strategic Plan Discussion

- a. Access
 - i. Infrastructure: To create the infrastructure, the Committee passed a resolution. Dave Yearwood proposed that we identify each room with floor plans and equipment. Andrew Quinn suggested that this information be placed on the website, so someone can place a mouse over the floor plan and technology specifications are identified. John Williams and Janie Pinterits affirmed the idea, and they both mentioned that the manuals should also be somewhere.
 - ii. MOTION: The Committee moves that we request Kathy Smart, pursuant to her job description with the College, create floor plans, which identify each of the technology in the respective classrooms with color coding to indicate capacity of the technology within a given room. In addition, the floor plans will note all the technology equipment in each room and link to manuals and “quick reference” guides for users based on each type of equipment. The hardcopy for review is due on October 5 prior to the Tech Committee Meeting.
 1. The goal of the document is to coordinate with Joneen Iverson to place the materials on the web by mid-November 2006. Dave Yearwood will facilitated and work with both parties.
 2. Motion moved by Rick Van Eck and seconded by Janie Pinterits.
 3. Vote: unanimous approval

- iii. MOTION: The Committee moved to request Joneen Iverson to list the College's software, technology equipment, and lab hours. The information is to be placed on the College website by October 5, 2006.
 - 1. Motion moved by Andrew Quinn and seconded by John Williams.
 - 2. Vote: unanimous approval
- iv. The Committee agreed that the inventory posting addresses with Infrastructure and Facilitate Use.
- v. In addition, Rick Van Eck suggested (and others agreed) that Facilitate Use also includes aligning technology policies and procedures to support faculty, staff, and student practices of technology. He cited as his example that central room reservations – if that office remains in charge of rooms – should facilitate use so that classes needing the technology can get to them.
- vi. For definitional and common understandings, the Committee interprets the meaning of “Knowledge of Use” referring to how to use equipment and basic usage as well as training, whereas “Educational Opportunity” is interpreted as pedagogical use of technology, showcasing, reducing roadblocks to tech usage and forming productive practices to that use.
- vii. John Williams pointed out that the Committee probably should conduct a needs assessment (i.e. needs, uses of technology); Mary Baker will bring the T&L survey to the October 5th meeting and the Committee will work with that document as a starting point.

(4) Technology instruction

- a. For the next meeting, we will likely meet in either Room 201 or 210 Education, but Dave Yearwood will contact the committee as to the exact room after checking with Audrey Pearson. Dave Yearwood will provide training to the Committee on a Smart Classroom.

(5) Future Meeting Dates

- a. We will continue to meet on the 1st and 3rd THURSDAYS from 1:00-2:00pm in Room 206 – Sept 21, Oct 5, 19, Nov 2, 16, Dec 7

(6) Adjourn

FUTURE MEETING SCHEDULE

DATES: Sept 21, Oct 5, 19, Nov 2, 16, Dec 7

DAY: Thursdays

TIME: 1:00-2:00 pm

LOCATION: Room 206 Education Building