**Educational Technology Resources and Policy Committee Meeting**

**August 29, 2008**

**Minutes**

**Present:** Mike Burgmeier (Secretary, Library), Dave Donovan (Physics), Mark Flaherty (Chair, Music), Keith Ellis (Art & Design), Tawni Ferrarini (Guest, Economics) Chris Kirk (HPER), John Limback (Academic Computing), Sandra Poindexter (Guest, Business), Kathy Saville (Instructional Technology), Matt Smock (Instructional Media Services/Instructional Technology), John Rebers (Biology), Gary Stark (Guest, Business).

**Approval of Minutes**

Motion to approve the minutes of April 25: Saville/Donavan. Minutes approved.

In the interest of time and to accommodate our guests, Flaherty moved that we proceed directly to new business.

**New Business**

**AQIP Internet Use Survey Results (Gary Stark)**

Stark , vice-chair of the AQIP committee to improve online learning, presented findings from the Ferrarini/ Poindexter Faculty Internet Use Survey conducted this past academic year. This survey, which is a follow-up to their five-year (1998-2003) longitudinal cross disciplinary study, included some further questions specific to the AQIP committee goals. In addition to highlighting key results from the survey Stark reviewed correlations of the data, pointing out key predictors for more online, hybrid, and web-enhanced interest/use from faculty. Donovan and Rebers indicated that, while the data may suggest certain ways to increase faculty interest/use, online instruction does not necessarily lend itself to effective instruction in certain classes and disciplines. Stark, Ferrarini, and Poindexter concurred with this assessment and indicated that the data presented today will be one of a number factors that help the university decide where to put resources toward increasing online student enrollment.

**Report from the Chair**

Flaherty attended the annual meeting of committee chairs with Provost Koch. If anyone has issues or agendas the committee should take up during this academic year please forward those to Flaherty.

**Report from Academic Computing (John Limback)**

Limback indicated that MacBook users can now run Windows in addition to the Macintosh operating system. The one-year old MacBook models will need to be reimaged and students can go to the HelpDesk to have this completed.

There are two new software programs available to faculty this year; Adobe Acrobat Connect Pro, a web conferencing software, and EndNote, a bibliographic management software program.

Limback reported on some of the major problems they are working to resolve. The Respondus LockDown Browser software is not working but they hope to have a fix today. There is also a problem with the latest Kaspersky update. This should be corrected in an upcoming update. Some people have reported problems playing DVDs in the older R60 model, ones that are running the fall ’08 image. Finally, Limback indicated there have been wireless issues (connection speed dropping rather dramatically and intermittent connections).

**Report from Instructional Technology (Kathy Saville)**

Saville reported that Northern is running WebCT 8.0.1. She indicated the Respondus lock-down browser software is not working properly. She is working with Academic Computing to help resolve the issue. Saville also reported a record number of courses, 849, are using WebCT this fall semester.

Since Ms. Saville has accepted another position at Marshall University and this is her last ETRPC meeting, Flaherty read a letter of commendation from the ETRPC expressing the many contributions Ms. Saville has made during her 11 years of service at Northern. The committee wishes her success and the best of luck in her new position.

**Unfinished Business**

**Review updated TLC Award Descriptions and Application Forms**

Tabled

**Technology Issues – Communication with Faculty**

Tabled

**Good of the Order**

Nothing to report.

Meeting adjourned 11:55 a.m.

Respectfully submitted,

Mike Burgmeier, Secretary