**Educational Technology Resources and Policy Committee**

**Meeting of 2010 February 05**

**Minutes**

**Present:** Paul Andronis (Psychology), John Bruggink (Biology), Mike Burgmeier (Secretary, Library), Barb Coleman (HPER), Keith Ellis (Chair, Art & Design), Mark Flaherty (Music), Chris Lewis (Academic Computing), John Limback (Academic Computing), Matt Smock (IDTM).

Motion to approve the minutes of January 22, 2010: Coleman/Bruggink. Minutes approved.

**Reports**

**Chair Report**:

No report.

**Academic Computing Report**:

Limback indicated the Lenovo laptop model being considered for Fall 2010 distribution does not include an optical drive. In order to gauge the impact of this a survey will be sent to faculty in the coming weeks.

WiMax updates: The equipment in Negaunee should be going live within the next week or two. Also, WiMax USB cards and modems are available for purchase at MicroRepair.

**Instructional Design, Technology, and Media Report**:

Smock announced that a variety of webinars from MERLOT will be offered in March. Watch for an email from IDTM announcing topics and dates/times.

**Unfinished Business**

**Faculty Laptop Distribution Proposal**

No changes were suggested to the draft proposal. A motion to forward the proposal to the TLC Steering Committee was made (Coleman/Limback). The motion was approved unanimously.

**New Business**

**Camtasia Relay Podcasting Software Demo**

Chris Lewis gave a demonstration of the Camtasia Relay podcasting software. Screencast.com, where files reside, supports Windows and Real Media formats and plans to support Quicktime in the future. First time instructors will need to download the Camtasia Relay Recorder. Once the files have been recorded, it may take a couple hours before they are processed and available for use; it will depend on the amount and volume of traffic at Screencast. Files would be publicly available to anyone; currently there is no authentication system available from Screencast. Users can download the Real Media files and Screencast plans to make the Windows files (wmv) downloadable in the future. Instructors can also delete files from Screencast.com. Workflow is greatly simplified in the Camtasia product compared to the current in-house system.

Some faculty indicated that copyright issues would prevent them from using the system. Lewis has been developing the in-house system and this system has the capability to limit to authorized NMU users. We have a 30 day trial to Camtasia Relay so if you know someone who would like to evaluate either system, Relay or the in-house system, refer them to Chris Lewis.

**Good of the Order**

None

Meeting adjourned 11:45 a.m.

Respectfully submitted,

Mike Burgmeier

Secretary, ETRPC