**Educational Technology Resources and Policy Committee**

**Meeting of 2009 September 11**

**Minutes**

**Present:** Paul Andronis (Psychology), Mikhail Balaev (Sociology/Social Work), Mike Burgmeier (Secretary, Library), Barb Coleman (HPER), Dave Donovan (Physics), Felica Flack (ADIT), Keith Ellis (Chair, Art & Design), Mark Flaherty (Music), John Limback (Academic Computing), Matt Smock (Instructional Design, Technology, and Media)

Motion to approve the minutes of April 24, 2009: Donovan/Coleman. Minutes approved.

**Reports**

**Chair Report**:

There will be no ETRPC meeting on October 9. Ellis will be away at a conference and there are no classes since it is the university Planning/Conference day.

Provost Koch inquired with Ellis about the role of ETRPC in online learning. Dr. Koch will be invited to a future meeting to discuss the issues with her.

**Academic Computing Report**:

Limback mentioned that they have installed podcasting equipment in 5 classrooms.

WiMax update: 2 more transmitters were installed on September 10. The library has a limited number of WiMax usb dongles available for 3-day checkout so students and faculty can test it from their homes. The library will also be getting a couple models of a WiMax broadband modem for testing purposes. These modems should be available the week of September 14th. The iBooks will need a separate card and everyone with the current year iBook model will get one for free. iBook users will be notified when the WiMax cards become available. Last year’s models, both the Lenovo and Mac, will require the use of the WiMax dongle or modem. This will be available for purchase at the bookstore and an announcement will be sent out once they are available.

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

Smock indicated that 14 faculty are participating in the year-long Course Technology Innovation Project.

There were a record number of 906 requests from faculty for WebCT courses this fall.

**Unfinished Business**

**Faculty Laptop Distribution Proposal**

Flaherty did not receive any responses to the email he sent out last winter regarding faculty input on laptop distribution. Ellis will revive the draft document from Donovan last semester so we can shape it into a proposal to submit to the TLC Steering Committee. It was suggested that we send out another email soliciting faculty input before finalizing our proposal.

**New Business**

**Social Networking in the Classroom**

Various questions were raised by ETRPC members concerning social networking sites such as Second Life. What is university policy on requirements for having students participate in social networking sites and what liability issues need addressing. Does ETRPC have a role in making it clear what risks are involved in participating in these sites? Donovan suggested that we create a web page with information for faculty to make them aware of some of the risks/issues. Ellis will draft something for a future meeting.

**Policies on Systems Upgrades/Maintenance**

In response to an email from Ferrarini, there was discussion about the timing and problems associated with systems work on the email server over the Labor Day weekend. Flack provided some details on the problems that occurred. One of the questions raised was whether ETRPC should be pushing harder for recommendations that such changes only occur when classes are not in session. Flack will try to get additional details for the next meeting so we have a greater understanding of the issues.

**Good of the Order**

There was a discussion about where to post some of the ETRPC documents from last year (green computing, examples of past TLC Award applications, etc.). Currently ETRPC documents are posted on different web sites across campus. There was consensus that since the ETRPC web site is being hosted on the NMU content management system we should consolidate all ETRPC documents to this site. Burgmeier will work with Ellis to make this transition.

Meeting adjourned 11:59 a.m.

Respectfully submitted,

Mike Burgmeier

Secretary, ETRPC