**Educational Technology Resources and Policy Committee**

**Meeting of 2010 October 1, 2010**

**Minutes (draft)**

**Present:** Keith Ellis (Art), Chris Lewis (IT), Matt Smock (IDTM), John Rebers (Biology), Kevin McDonough (LRC)

Motion to approve the minutes of September 17, 2010: Rebers/McDonough. Minutes approved

**Reports and Announcements**

1. Chair

Technology Innovation Award was advertised. Keith offered with marketing, but his offer wasn’t taken up on. One of the questions removed by the committee was reinserted by the Provost. Committee decided adjunct faculty are eligible to apply for Technology Innovation Award.

1. IT

One gigabyte RAM upgrade is in consideration for students. Reminder that change of password deadline is coming up on October 5. About 500 staff and faculty still need to change their passwords, but many are retirees who often do not check back. Chris refuted a rumor that there is a Windows XP image for the new laptops.

1. Instructional Technology

Still moving along on migration to Moodle (Educat). There will be an Educat forum on November 3, which will update how things are going and provide a chance for faculty to provide feedback. IT is developing a process for change requests in Educat. Matt has offered to speak to departments about CITE services and the transition to Educat. The Teaching Online course is being offered again this coming Monday. On the classroom technology side, installations are slowly progressing, mainly on Fridays when it is slow.

**Unfinished Business**

1. Technology Innovation Award

Provost wants the Committee’s decision before November 10. The Committee can’t meet that deadline since the awards are due on October 26th. We will change our 29th meeting to November 5th.

1. The charter needs to be revisited. Change two students to an “optional student.” Department names need to be changed. Keith proposed adding an additional bullet point in regards to the Committee: “The ETRPC shall be a think tank for ideas and future technology in regards to education.”
2. Keith tabled the student awards as there is no rush.

**Good of the Order**

1. Website

Make changes on the Website in regards to new Teaching Innovation Award.

Meeting adjourned at 11:36am

Kevin McDonough

Secretary, ETRPC