**November 14, 2014**

The meeting was brought to order at 11:11

**Attendees:**

Hugo Eyzaguirre (ECON

Eric Burdrick (CLIN SCI)

Brandon Canfield (CHEM)

Bruce Sarjeant (LIBR/AIS)

Matt Smock (IDT/AIS)

Christine Lenzen (ART & DSIGN))

Chris Wagner (HELP DESK)

Tom Isaacson (CAPS)

Chris Lewis (IT)

Amy Barnsley (MATH)

Mounia Ziat (PSY)

Dave Donovan (PHY)

1. The minutes of October 17 and 31, 2014 were approved; the latter with minor editing.
2. Reports and Announcements
   1. Chair (TIA). The presentation of this award will be part of the Celebration of Excellence in Teaching & Scholarship event, 4 pm, Thursday, December 4th in the Peter White Lounge.
   2. IT/IS/HelpDesk. Chris Wagner: still looking at the 3D printer grant; application due Monday. Also, HepDesk is considering providing workshops to UN100 and Student Leader Fellowship classes. This is unrelated to the EduCat pretest. Also, as far as faculty professional development, is there something that the HelpDesk can do for you? (Yes, the 3-D printers and their instruction if we get one).
   3. Instructional Design and Technology. Matt briefly went over the EduCat pretest material statistics (who has done what in it). Taking this pretest is not tied into any prerequisite (yet?) Discussion ensued regarding faculty preparation for online teaching and EduCat. EduCat courses may be requested for next semester now.
3. Unfinished Business
   1. Laptop user survey. Final version? Brandon will send one more edit after our meeting today; we’ll send out the survey after one last look.
   2. Switching to a 4 year program (better deal—can we see the numbers? We can ask), will be ordering sample machines to be circulated among some (unknown as yet) depts. for testing. Two different machines: ThinkPad x1 Carbon=faculty model (EEGS has this, but there aren’t a lot of ports). For students, a ThinkPad TT440 will be issued. Chris Lewis brought 3 of the 4 models here for a look. Carbon, Yoga (no LTE), and the T440. The 240 hasn’t arrived yet. It was suggested that these computers will reside in the CTL for faculty to review. Dave Maki will make the purchasing decision in March.
   3. Copying/printing fees across campus to Printing Services—are these fees correct (and reasonable)? The point is what Printing Services charge to departments for this service. Background information was provided on this, but we might not have much sway.
4. New Business
   1. Registration system does not have a wait list function (Jen Jezylo)/Kim Rotundo’s visit ETRPC next semester (Felecia Flack). Felicia got back to Hugo and said that Kim Rotundo is considering that and will get back to us.
5. Good of the Order

Meeting was adjourned at Noon.