

To : Academic Senate, Alec Lindsay – Chair
From: Lanae Joubert, Chair ETRPC
RE: ETRPC Annual Report; 2017-2018 Academic Year
Date: April 16, 2018

The 2017-18 Educational Technology Resources and Policy Committee (ETRPC) comprised of 10 academic department representatives who regularly attended meetings, one student representative during the winter semester, and staff members representing: Instructional Design & Technology/Center for Teaching and Learning, Help Desk, Business Intelligence/Information Services, Audio and Visual Services, and Academic and Information Services (Olson Library). The diverse membership of this committee enhanced the exchange of information across the NMU campus, and ensured that the technology needs and concerns of academic departments were sufficiently addressed in a timely manner.

The ETRPC met every other Friday at 11:00am during the fall and winter semesters of the 2017-2018 academic year. Lanae Joubert served as committee chair and Tom Isaacson served as committee secretary.

The ETRPC accomplished these three primary objectives:

1. Decided on the Technology Innovation Award for Faculty in the fall. The committee received only one application and did not recommend it be awarded.
2. Updated ETRPC's [website](#) language regarding our Charge and the description of a high-tech learning environment. We also updated our operating procedures and submitted a proposal to senate (using the newly requested format), but as of writing this report have not received word on approved changes.
3. Decided on the Technology Innovation Award for Students in the winter. The committee reviewed six applications and recommended two applications for awards. These were presented at the Celebration of Student Scholarship.

In addition to these main accomplishments, the committee devoted time to other issues:

- The committee had lengthy discussions regarding how to improve involvement in the Technology Innovation Award for Faculty. We considered many suggestions for how to get a higher rate of involvement; we directly addressed two. 1) faculty may not be aware of the award and we will diligently get the word shared at the first department staff meetings of the fall semester; 2) a few reminder emails will be shared via AAUP email lists by the ETRPC chair. The responsibility of this must fall on a consistent position within ETRPC, thus whomever holds chair.
- The Technology Innovation Award for students revised the application process. We tried using a Google Form to make the applications easier to disseminate to the committee. The forms were directly linked to a Google Sheet, which recorded the student applicant answers in real time. This made comparing projects fast and easy, but not without a few technical glitches of the Google Form itself. We would encourage the same process in the future, as long as the editing capabilities of the applicants are removed (a few students changed some

of the content of the questions making it difficult for future applicants to complete the application).

- The committee discussed the value of Starfish and invited Jim Gadzinski to share his perspective and reports. Positive outcomes were shared and further support is ongoing.

As in previous years, the regular reports from the representatives from Business Intelligence/ Information Services, Instructional Design & Technology (Center for Teaching and Learning), and Audio & Visual Services were informative. These folks were also very helpful at addressing technology issues that came up in different locations on/off campus as well as supportive of a variety of faculty needs. Topics presented in these reports drove discussions about a variety of ongoing technology resources, policies and issues including Starfish, EduCat, dual authentication, hardware & software issues, help desk services & wait times, appropriate resources and workshops, and machine & software updates & recalls.

The committee has elected a new chair, Yuba Gautam and will elect a new secretary for the 2018-2019 academic year during the first meeting in the fall semester.

Respectfully submitted,



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Chair of ETRPC (2017-2018)
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