

Faculty Educational Technology Committee Meeting Minutes

August 19, 2002

Robert Scott Small Library conference room

Attending: Brenton LeMesurier, chair; Alisa Whitt, secretary; Maria Fidelgo-Eick; Arpan Kotecha; Clay McCauley; Bob Nusbaum; Victor Puleo; Jeff Wragg; Lancie Affonso; David Cohen.

1. Minutes of 05/06/02 approved.
2. Jeff Wragg gave a presentation at the campus-wide informational meeting on wireless technology on July 31, 2002. David Cohen reports that the library is also planning a student support dimension for wireless technology. There was general discussion about the need for faculty to know what software is useful in a classroom environment.

Regarding a policy to address technological literacy for students, new committee members need to receive a copy of the recommendations given to President Higdon by last years' committee.

A meeting between President Higdon and the committee will be scheduled in the near future.

David Cohen and Marcia Moore are working on a faculty information technology manual. Currently they are working on policy and procedures for developing future policies. Among other issues, the manual will include policy relating to institutionally supported software, including antivirus software and email programs.

Brenton LeMesurier is on the ITSC and Arpan Kotecha is the SGA delegate to the Faculty Educational Technology Committee.

3. The committee will meet regularly at 4:15 on the second Tuesday of every month in the Robert Scott Small Library conference room.

With no further business, the meeting adjourned at 1:00 pm.

Respectfully submitted,

Alisa Whitt