

**CofC Faculty Educational Technology Committee**  
**Meeting minutes**  
**Aug 18, 2009**

Committee members present: Amy Mecklenberg-Faenger, Tim Scheett, Georgia Schlau, Henry Xie, Dongmei Cao, Bob Podolsky

Committee members absent: Bing Pan

The FETC had its first meeting of the academic year in the Mathematics conference room at 2 PM. After discussing the recent history of the committee's work, which focused for the last two years exclusively on online evaluations, we agreed that we would prefer to focus on issues that are related more directly to education.

During individual introductions we described the issues that brought each of us to the committee. Out of this conversation emerged several issues:

- making knowledge of technology resources, including classrooms and available software, more transparent
- providing a central web location for information about educational technology (e.g., Web 2.0, mobile technologies, clicker use, etc.)
- helping to advance the goal of upgrading classroom facilities
- helping to advance the goal of choosing a new course management system
- helping to advance a laptop and wireless computing initiative

There was generally a low level of interest in dealing with privacy issues, particularly regarding the storage of grades, as these seemed less related to education than to security. No one had expertise or even experience with the kinds of electronic gradebook software being discussed by the privacy committee.

We concluded the meeting with a discussion of several possible goals for the committee this year and with some immediate goals of gaining information about the following issues:

- status of the switch to a new course management system, and potential role for FETC
- status of hardware technology survey, and potential role for FETC
- interest in laptop initiative
- potential for survey of faculty use of technology and interests
- development by FETC of guidelines for IT to implement webpages with materials for aiding faculty in use of educational technologies
- potential role of FTI in the development of such materials

The meeting concluded at 3:30.

Bob Podolsky, Chair