

Faculty Committee on Educational Technology

Meeting Minutes: January 24, 2012

Officers: Brenton LeMesurier, Chair; Anthony Bishara, Secretary

Call to Order: The meeting was called to order at 1:40 PM in Robert Scott Small Room 353

Attendance: *Members:* Andrew Bergstrom (representing Bob Cape), Anthony Bishara, Morgan Koerner, Monica Lavin, Brenton LeMesurier, Tyler Mobley, Christine Moore, Tim Scheett
Guests: Craig Sharp

Agenda:

1. Approval of minutes from the previous meeting, November 30 [attached]
2. Reports:
 - a. Report from the committee chair, Brenton LeMesurier.
 - b. Report from the CIO, Bob Cape.
 - c. Report from the director of TLT, Monica Lavin.
3. Old Business:
 - a. Proposal on survey related to a computer testing center.
 - b. Follow-up discussion on the MyCharleston/Banner/OAKS issues discussed in November and changes made since.
 - c. Follow-up discussion on the IT budget report at the special December meeting.
4. New Business:
 - a. Proposed revision of by-laws.
5. Other business
6. Schedule next meeting and adjourn

Discussion of Agenda Items:

2a. Chair's Report - Brenton LeMesurier

- Lynn Cherry has requested input on online courses
- Deborah Mihal, Director of the Center for Disability Services, will likely be presenting at next meeting

2b. IT report – Andrew Bergstrom (reporting on Bob Cape’s behalf)

- Hewlett Packard will be having a high performance computing meeting on campus on Feb. 14, 10:30-11:30am, Science Center 100
- IT and the Learning Spaces Task Force are investigating technology changes to existing and new classrooms
- Rogue netbook and OS installs on desktops have been discovered in the main library and Maybank
 - Pose security concern
 - If you discover a netbook, do not remove it; contact Ken Beasley and Helpdesk
 - IT is locking down BIOS’s in public computers to address this problem
- Phishing: To help educate the campus, more posters and online quizzes are coming
- Kaltura is being examined for video hosting for instructors and students
- Apple has added iBook authoring for creation of electronic textbooks

- Apple has added a course management system for iTunes U

2c. TLT report - Monica Lavin

- OAKS will be upgraded to 9.4.1 over Spring break
 - Includes changes to Calendar tool and integration with Google
- Partnering with summer sessions offer mandatory training for first-time online courses
 - The training itself will eventually be online
- TLT is launching a new blog: blogs.cofc.edu/tlt

3a. Proposal on survey related to a computer testing center

- Still searching for help with survey design and implementation

3b. Follow-up discussion on MyCharleston/Banner/OAKS

- Andrew Bergstrom: self-serve banner part of the interface cannot be changed
- In the future, “search” may be a feature available in MyCharleston

4a. Proposed revision of by-laws.

- "3. To receive from the faculty, or from any school or department, recommendations or suggestions that may aid in the appropriate use of educational technology, promote efficient services, and encourage ~~increased~~ **more beneficial and efficient** use of educational technology;"

Decisions Made:

- Minutes approved (for 11/30/11)
- Revision of By-Laws approved

Post-Meeting Action Items:

- Online Testing: Tim will continue working on and seeking help with survey questions/survey software
- Student Representative: Christine will contact interested SGA members with the next meeting date/time.
- Brenton will send the revision to By-Laws #3 to the faculty senate (By-Laws Committee).

Meeting adjourned: 2:40 PM

Next Meeting:

Time/Date Tuesday, Feb. 21, 1:40PM, in Robert Scott Small Room 353