Academic Technology Meeting Minutes

March 2014

The meeting was called to order and the minutes from the February meeting were approved. Dr. Stewart and Jason Dudley were at the meeting to address some of the concerns brought up by the Academic Technology Plan Draft that had been distributed prior to the meeting. The chair told the committee that she had met with both Jason and Dr.Stewart to go over the plan prior to the meeting.

Dr. Stewart began by addressing the first goal in the plan: the lack of enough computer labs. He explained that the he was preparing a study of the utilization of our present labs. He explained how the study was done and shared the preliminary results with the committee. Apparently, there are 27 different labs available on all campuses, although some are designated for certain purposes. The average utilization rates range from a high of 33 percent to a low of 4.6 percent. Obviously the highest utilization rates were during the most popular class times in the mornings. More studies are planned and then a decision will be made regarding adding additional labs.

The next recommendation that Dr.Stewart addressed was the refresh schedule for all computers on campus. He stated that Edison has over 5,000 PCs to maintain. It is impossible to refresh on a three year cycle. Presently we are on a 7 year refresh cycle. However, he stated that he could put the faculty on a different schedule of 4 years beginning this fall.

Jason is going to look into assigning one tech to each school to work with disciplines and departments in planning for their technology needs.

Dr. Stewart suggested that the Academic Technology Committee take on the role of communicating with faculty regarding classroom technology issues. This would include sending committee members to conferences to learn what new technologies are available and to charge the committee with bringing in vendors to showcase technology prior to purchasing.

Jason will look into perhaps training one of his techs to help support Apple products that many faculty and students are using.

IT is also going to create an APP STORE where faculty can download certain apps themselves (without ad min rights) and where we can purchase licenses for software to be shared. This will also help solve the problem of updating software.

The new phone system will be installed by fall and this will solve the problem of video conferencing.

More bandwidth is being purchased to help with storage and speed for streaming media.

The committee chair will meet with Jason again before the end of the semester to finalize the plan and set up a timeline for completion. The final plan will be put on Canvas so committee members and provide input before the plan is presented to Dr. Wright for approval.

There was a discussion of whether or not we needed to take nominations for committee chair. Looking at the past minutes the committee decided that the present chair should serve one more year. Rona Axelrod took over the committee when Scott VanSelow resigned. She finished Scott’s term and then needed to resign once the eLearning Committee was reinstated as a standing committee. Ellie Bunting was elected to finish Rona’s term which has one more year. Ellie agreed to serve for another year.