



COE Technology Committee Meeting Minutes March 2008

Attending D. Fuller, L. Turner, J. Hesson

D. Fuller called the meeting to order at 1:00 pm.

Agenda

1. Identify hardware and software upgrade needs within the college and coordinate with appropriate offices for completion.

The committee discussed the status of PE & COE faculty computers, table laptop computers and Office 2007 concerns

Recommendation to Dr. Hall: update the following faculty computers – John Alsup, Kathy Finkle & Erin Buck

Recommendation to Dr. Hall: Have faculty give a preferred timetable when they want to upgrade from Office2003 to Office2007 – possibly over Spring Break or this summer

2. Celebrate the acquisition of 2 new SmartBoards to be installed in J201 & J204 over Spring Break
The committee discussed the need for SmartBoard training sessions

3. Identify PCs and Internet2 technology applications throughout the teacher education program
4. Identify and prioritize what will need to happen to provide faculty with skills, practice time and necessary tools for curriculum integration of these tools.

We will need

Eluminate training and demos

Smart Board trains and demos

Tablet PC demos and 2 levels of training –

1st training – mechanics on how the tablet actually works and some info on OneNote and Journal

2nd training – how to use the tablet as a teaching tool in the classroom – ideas and practice time needed

Wireless projection systems in COE classrooms

Vista Training

Office 2007 Training

The COE Academic Technology noted a concern about the staffing levels of Technology Support Services. Staffing levels are currently not sufficient to support the training noted in #3 above.

The meeting was adjourned at 2:00

Respectfully submitted

Laura Turner