

Minutes from SLA Technology Committee Meeting
February 2nd, 2007

Attending: Mike Scott, David Ford, Jennifer Cochrane, Kim Murday, Ellen Anderson,
James Dowell, Marc Bilodeau, David Bivin

1. Minutes from the December 1st meeting approved.
2. Original Oncourse may still be available during the Fall 07 semester for features not in CL (such as tests and surveys)
3. Lab sub-committee report:
 - a. Lab schedule for class purposes must be discussed with the lab *coordinator*. The ideal would be for each department to have a “dedicated” lab.
 - b. Testing is proctored by the testing center for the Communications Dept.
 - c. The SSCC will be open for extra hours during finals week. Ellen suggested that hours be extended for the final week of classes as well.
 - d. Special course fees: some amount is being given to the Dean’s office to patch holes in the budget. This will be discussed with Rick Ward.
 - e. The old SAG office/the new R110 Speaker’s lab may need more money than initially anticipated for remodeling, due in part to ventilation issues. This will come from the tech fee.
 - f. We are asking department chairs and secretaries to consult with Wayne before scheduling the labs.
 - g. Also, if computer classrooms (labs) will be listed in the schedule of classes as an official meeting room for a class, Wayne should be consulted first. Maryanne Black will not list them unless Wayne gives the ok first to prevent conflicts
 - h. One of Wayne’s functions is to implement policy changes if approved by the committee.
 - i. Marc asked about the special course fees, as not all courses have lab or tech fees. What’s the appropriate level to consider them? Sub-committee is asked to pass this to the Resource & Planning committee to deal with this issue.
4. Strategic Plan (Ellen): important considerations as we’re dealing with conflicting issues.
 - a. We are one school in a larger university, and many aspects we have no control over (such as security, old wiring and networking)
 - b. Students population is dealing with multimedia; we must change with expectations, but podcasting a lecture, for example, is not really meeting desires or expectations. Technology should not be encouraged for its own sake, but only if it adds value.
 - c. We want to have an infrastructure that allows us to be able to upgrade and keep up with technological advances
 - d. Jennifer mentions a need for communication between the tech committee, faculty and students for technology needs. Ellen points out that many of these issues are campus wide.

- e. Mike suggests that we consider where faculty would like to see technology in three years, considering broader categories such as infrastructure. For example, should we continue to allocate rooms as labs, or make classrooms more technology-enhanced (that is, either bring people to computers, or perhaps bring computers to the people). The notion of mobile computing is where we're going.
 - f. David Ford suggested three general principles we can work with: infrastructure, mobility, and ideas for how classrooms should be (advocating with UITS).
 - g. The first priority should be the most flexible and up-to-date infrastructure as we can possibly have. The idea of mobile labs are not necessarily appropriate for all functions.
 - h. The next step is to have conversations to prioritize goals. Ellen, Mike, James (our student representative), and 2-3 others plan to gather for this purpose.
5. Mike raises the issue of reporting lines. Do we want to continue with individuals assigned to labs, or change to another structure such as individuals assigned to tasks. This restructuring is mentioned as the current system might not work as well in the future with labs in various locations. For example, separate faculty development areas (with software not found in individual offices) could be combined. Mike requests that we informally gather information on the needs of faculty for technical support. A position for web developer is now open, and will report to Gail Plater.
6. No Mac computers will be available after March, continuing for the foreseeable future. Jennifer requests that Macs be made available in Cavanaugh, perhaps as part of existing labs.
7. Meeting adjourned at 12:53pm.