**Educational Technology Resources and Policy Committee**

**Meeting of 2009 November 20**

**Minutes**

**Present:** Paul Andronis (Psychology), Mike Burgmeier (Secretary, Library), Barb Coleman (HPER), Dave Donovan (Physics), Keith Ellis (Chair, Art & Design), Felecia Flack (ADIT), Mark Flaherty (Music), John Limback (Academic Computing), Matt Smock (IDTM).

Motion to approve the minutes of October 23, 2009: Coleman/Donovan. Minutes approved.

**Reports**

**Chair Report**:

At the last meeting the committee reviewed the lone application for the Faculty TLC Award and voted to give Dr. Hogan the award. She will receive the award at the Celebration of Excellence in Teaching & Scholarship on December 3rd.

Ellis asked members to forward any new agenda items to him before the next meeting.

**Academic Computing Report**:

Limback reported that USB WiMax cards for the Fall 2009 MacBook are available at MicroRepair. There is no charge but the cards will only work under the Windows operating system.

Limback expressed an interest in running a pilot podcasting project with faculty and asked if anyone from ETRPC was interested. There was a lively discussion of the advantages and disadvantages of podcasting as well as the pedagogy of using podcasts. Limback indicated that lectures could be given before class so students could come to class better prepared. In addition, students are more likely to spend less time taking notes and more time engaging the lectures. Limback also mentioned that podcasting is good for recording student presentations.

Limback will arrange a 30 day trial of the podcasting software Camtasia Relay in February and would like feedback from faculty. Donovan volunteered to try an audio podcast. Limback will forward the link to the current NMU podcast website so people can listen to some examples. Someone inquired if any of the podcasting systems allow for authenticated access opposed to systems freely open to the public. Limback will check and report back.

**Instructional Design, Technology, and Media Report**:

Smock indicated that faculty can now submit WebCT course requests for the Winter semester. Courses will be created up until December 23 and then upon return from the holiday break starting January 3rd.

**Unfinished Business**

**Faculty Laptop Distribution Proposal**

Tabled

**Consolidating Practices on One Web Site**

Tabled

**New Business**

**Secure Document Website/Portal**

Tabled

**Good of the Order**

None

Meeting adjourned 11:40 a.m.

Respectfully submitted,

Mike Burgmeier

Secretary, ETRPC