Teaching and Learning Technology Committee
Minutes: 9/23/04 8:00am, PVC Library

Present: Todd Young, Don Buryanek, James Curtiss, Lori Nicholson, Paul Karr, Jay Todd, Eddie Elfers, Gayle Poirier
Absent: Maureen Carrigg, Dennis Lichty, Gwen Jensen, John Dunning, Lacy Schwochow

Todd Young opened the meeting and greeted the new members. He distributed handouts concerning the committee’s charge, including a copy of the proposal submitted to change the title of the committee from the Computer Users to the Teaching & Learning Technology to address the needs and philosophies of the faculty. The new committee would be separated into 3 parts: Computing Services, Learning Technology, and Information Strategies. Membership was increased to 15 instead of 8 to adequately reflect students, faculty, and administration.

Since a quorum was present, nominations were accepted for Committee Chair, Vice-Chair, and Secretary. Lori Nicholson will serve as Chair, Jay Todd as Vice-Chair, and Gayle Poirier as Secretary.

Lori reviewed the items to be discussed:

1. a writing or drafting of the committee’s Constitution and By-Laws
   This may include, but is not limited to, parts of the former Computer Users Committee’s work. Don Buryanek and Lori will begin work on this document.

2. revise the Teaching & Learning Technology Committee Proposal/Request Form
   Jay Todd will review this form. Lori will send members a copy of the Academic Policy form to consider any additional information that might be included.

3. revise the Survey of Network Computer Usage (last conducted in 2001), and conduct a Faculty Survey during this academic year. Todd will ask Frank Adams for copies of the results of this survey before we begin to consider revising it.

4. present comments/recommendations to Dr. Bob McCue on the draft Online Task Force Report, dated May 26, 2004. Lori will contact Dr. McCue to determine the status of the final copy of this report, and what role our committee should play in its content.

5. reviewing the Outline for the Development of the Wayne State College Technology Plan, presented by the former Computer Users Committee, September 30, 2001. This document was offered as a starting point for our committee to consider in terms of goals and objectives for a campus plan for technology.

Todd noted that all Faculty Senate and Standing Committees will have a link under the Quick Links section of the WSC home page. This would provide a home for minutes, agendas, forms, etc. of the committees. He suggested we might consider
developing Web pages for Tech Tips, establishing a Fact Forum or other forms of communicating technology concerns to our campus.

The next meeting of this committee will be held on Thursday, October 7 at 8am in the PVC Library. Lori will survey members to establish a standard meeting time and day.

Minutes will be sent to Lori for first approval, and then emailed to all members before final copies are distributed.

The meeting was adjourned at 8:35am.

Respectfully submitted,

Gayle Poirier