

**FACUTLY ADVISORY COMMITTEE FOR EDUCATIONAL TECHNOLOGY MEETING MINUTES**  
**November 2, 2006: 4:00-5:00pm in 238 MacNider**

**In Attendance:**

Jake Achey	Tony Kane	Lydia Lewis	Nilsa Morales	Sandra Void
Stephen Charles	Adam Kimple	James Lindsey	Howard Reisner	
Linda Collins	Dale Krams	Cheryl McCartney	Kathryn Sutton	

**1) Audience Response System (ARS) Update-**

- a. After initial installation there have not been any significant issues with the ARS system.
- b. MS1 is using the ARS system more than MS2.
- c. It was asked, what is the reason the faculty didn't back away from using ARS?
  - i. Students were encouragers to use the ARS system.
  - ii. There was an internal user- Dr. Evans.
  - iii. A presentation of the Audience Response System was completed from within the faculty.
  - iv. This software will integrate with powerpoint.
- d. Capstone course will use the ARS.
  - i. Dr. Hobgood will be asking for the clickers to use for the Audience Response System.
- e. It was suggested to have a lunch and demonstrate the ARS system to MS2 faculty.
- f. Health Science Library could have the ARS software installed and could be used there to hold a workshop. The faculty would be able to bring their actual powerpoints and do an ARS presentation during the workshop.

**2) Videoconferencing**

- a. There was not a trial with an academic class with the new videoconferencing equipment.
- b. Jake Achey and James Saltzman did use the Tandberg in the Health Science Library.
- c. Trials were completed from
  - i. OIS DaVinci
  - ii. James Saltzman
  - iii. Charlotte Medical Center
  - iv. 234 Wing E
- d. 1 out of every 4 videoconferencing sessions had technical issues arise.
- e. 1 sessions out of 10 sessions has had to be rescheduled.
- f. It was stated that if CMC dialed into the School of Medicine, then some problems could be resolved.
  - i. The new equipment worked well during trials by having CMC dial into the School of Medicine.
- g. Codian worked well for about 6 classes.
- h. Tandberg is working great.
- i. Charlotte Mental Health Center (Randolph) uses a dial in ISDN and the Codian uses an IP address. At CMC, they can convert from ISDN to IP. The reason Randolph uses the ISDN is possibly for security reasons. Randolph's ISDN system will need to be updated if that is the problem.
- j. The Randolph system is under control of CMC.
  - i. We need to know the following two things:
    1. We need to know what exactly the Randolph needs to be compatible with this system.
    2. Who is the person to make this decision whether the Randolph will buy into this system?
- k. A decision on purchasing the new videoconferencing equipment is needed:
  - i. Videoconferencing will have to be out of the Wing E by the end of the year.
    1. Currently MSTL has complete access to 238 MacNider.
    2. Lydia Lewis indicated that Bob Marriot stated he will help find spaces for the other meetings in 238 MacNider, if we choose to use 238 MacNider for videoconferencing. Lydia Lewis stated that it will be difficult, not impossible to relocate previously scheduled meetings in 238 MacNider during 11:00-1:15 pm.
    3. Therefore, we can have the videoconferencing in 238 MacNider and the videoconferencing equipment will be kept in the closet.
  - ii. There is a need for a presentation at Curriculum Committee 3<sup>rd</sup> year/4<sup>th</sup> year meeting. There is Curriculum Committee meeting in November.
  - iii. Process of ordering---
    1. Sole source—requires no bidding
    2. Requires a written explanation
    3. Jake will get with Sandra about purchasing to have the appropriate paperwork ready if the Curriculum Committee 3<sup>rd</sup> year/4<sup>th</sup> year wants this equipment.
  - iv. Dr. Tony Lindsey, Alfred or Eve, and Jake will need to present to Curriculum Committee 3<sup>rd</sup> year/4<sup>th</sup> year meeting. There needs to be buy-in from the faculty before we can purchase this equipment. Dr. Lindsey is a

leader; he can sway the faculty in either direction. Dr. Lindsey should request to be put on the agenda. We should let him sell the videoconferencing system to his peers.

- v. Alfred suggested to accurately plan for down time when the videoconferencing is having technical issues. Easiest backup would be a VHS tape.
- vi. Recommendation from this FACET committee is to present this videoconferencing system at the Curriculum Committee 3<sup>rd</sup> year/4<sup>th</sup> year meeting.