

FACUTLY ADVISORY COMMITTEE FOR EDUCATIONAL TECHNOLOGY MEETING MINUTES
August 2, 2007: 4:00-5:00pm in 238 MacNider

In Attendance:

Jake Achey	Linda Collins	Dave Eckert	Eve Juliano	Dennis Schmidt
Adam Kimple	Dale Krams	Lydia Lewis	James Lindsey	Kathryn Sutton
Cheryl McCartney	Peter Petrusz	Alfred Reid	Howard Reisner	

1) Laptop Policy- A. Reid

- a. Jake Achey has made the changes discussed at the previous meeting to the laptop policy.
- b. It was suggested to remove the following statement in the next to last paragraph. The part removed was “at least one hour prior to the start of an exam.”
- c. Dale Krams will give Jake an additional link to include in the last page of this document.
- d. Dale Krams stated that there are serious issues with AIMS browser running with Vista. Students should not download Vista. It was suggested that students should be held responsible to maintain the original software load.
- e. Internet Explorer 7.0 was unique to the T43 model. So it should not be an issue because the first and second year students now have the T60 model.
- f. The calculator function should be released for the first test. It was suggested to leave the policy as is with regards to no calculators.
- g. It was suggested that instead of sending a student from OIS to main campus to get a laptop loaner, that a member from OIS make arrangements to get the laptop from main campus.
- h. It was suggested to remove the statement in the second paragraph from the end “such as a loaner laptop from main campus.”
- i. Three more laptops will be put into the loaner pools that are T43 models with Internet Explorer 6.0. This will make a total of 8 loaner laptop.
- j. This revised policy needs to go the to course director committees and to the CMPC. Dr. Reisner will contact the second year committee and Dr. Petrusz will contact the first year committee regarding their input on the new laptop policy draft.
- k. Dr. Reisner stated that the \$10 fee for a laptop or Ethernet cable is minuscule and doesn’t escalate very high. He suggested that if you did not bring your computer, working or not working, you get a zero. It was suggested to take this to the course directors meeting.
- l. A students must bring their laptop, if they have not brought their laptop then the student will submit their name and PID to OIS who will take their laptop off the network, until it is brought to OIS.
- m. It was suggested to change the purchasing fee for Ethernet cord from \$5 to \$10.
- n. Jake Achey will send the corrected version out via email.

2) One45- A. Reid and D. Krams

- a. There have been several more demos since the last meeting. These demos have been aimed at 3rd and 4th years. There has been interest expressed from the Capstone course, Pediatrics clerkship, and scheduling the 3rd and 4th year.
- b. It was suggested to pilot this software for only the Pediatrics clerkship and then for the Capstone course. Dale will check with the representative of One45 about how much it would cost to add the Capstone course.
- c. It was suggested to determine who the administrator would be and what each person is responsible in association with the One45 software.
- d. It is \$5,000 per clerkship. It was \$3,000 per clerkship on June. Dale Krams will check on prices.
- e. It was suggested before installing software, is to think about logistics in concrete. What are all the inputs going to need? Who is going to do the inputs? How much time will take to input them?

3) **Relationship Management- A. Reid**

- a. One45 and PeopleSoft are being used together in at least one medical school.
- b. It was suggested to have a team of members from the student database, OIS and OED work together in the upcoming steps of these processes. A decision will be made next time about this suggestion.
- c. Financial aid has to be online by next fall.
- d. Duke University uses PeopleSoft currently and love it.

4) **Small Grant Process- C. McCartney**

- a. There is a small amount of money for each course director committee for educational improvement.
- b. Many of these grants are technological and have not been reviewed by FACET.
- c. Dr. McCartney suggested that the co-chairs review the grants and if needed to let selected appropriate individuals or the whole group review it.
- d. Dr. McCartney stated that the grants would have better outcomes if at least the co-chairs review them.