

UM School of Education Technology Committee
Meeting Minutes
October 11, 2013

Date: October 11, 2013

Time: 2:00 pm

Location: Room 211 Guyton Hall

Chairperson: John Holleman

Committee Members Present:

- Allan Bellman
- Qiang Cheng
- Renee Cunningham
- John Holleman
- Carol Hopkins
- Jerilou Moore
- Clay Pounds

Meeting began: 2:00 pm

Welcome: John Holleman opened the topics of discussion for meeting:

- Recommendations for Guyton 215 Computer Lab Redesign

SOE Guyton 215 Lab/Classroom Recommendations

- John Holleman provided agenda of meeting and opened discussion of recommendation. Group discussion of a need for a fully equipped technology lab in Guyton 215 given the assumption of student personal technology use. Discussion ensued regarding the discussion between Mac and PC platforms for practical usability in the Guyton 215 lab. Following the discussion, it was determined that because the Mac operating system is able to accommodate PC compatible applications, the Mac OS would serve as a practical platform compatibility for a wide range of applications. Clay Pounds suggested the adoption of 21.5" iMacs at an estimated cost of \$1600 per unit.
- Committee discussion of room configuration ensued. Carol Hopkins inquired about the viability of movable furniture. Discussion ensued on possible furniture configurations in Guyton 215.
- Renee Cunningham offered concerns about comprehensive exam processes. Committee discussion of software downloads accessible to students that protect the integrity

of exam processes, and contingency for printing and computer use by providing SOE maintained jump drives while network is offline would allay potential disruptions. Clay Pounds mentioned a software product, <http://exam4.com> as a consideration in the administration of comprehensive exams. Another product possibility, *SecureExam*, <http://www.softwaresecure.com/product/secureexam-student/> was suggested for future consideration.

- It was also suggested by Renee Cunningham that at least one smart-board for student teaching practice be made available for Teacher Education students. Clay Pounds suggested that an "all-in-one" unit should be considered; such a system would include a short-throw projector that is attached to the board.

Committee Action

John Holleman motioned for the Committee to adopt classroom redesign recommendations including four units with Mac OS to maintain installed specialty/production software; in-room combination of half stable, half portable furniture; three large 65-80 inch wall monitors to flank room; and floor power strip cords to allow technology ports in portable furniture should be included in the redesign of Guyton 215. Allan Bellman seconded the motion. All SOE Technology Committee members in attendance voted in the affirmative for the motion.

Meeting Adjourned: 3:15 pm