

MEETING MINUTES FOR SEPTEMBER 6, 2024

IN ATTENDANCE:

- Adine Stormoen, Blisin Hestiyas, Cheryl Jones, Chris Quantrell, Dan Bouweraerts, Douglas Dawson, Jr., Erik Gonzalez, Fred Lokken, Gina True, Izumi Shibasaki, James Kuzhippala, John Reddick-Lau, John Reid, Kofi Poku, Kyle Smith, Laura Briggs, Mike Howitt, Olga Katkova, Sharif Rumjahn, Wendy Solorio, Ygnacio Vazquez-Guzman

Room For Improvement:

- Last Meeting
 - **SIER 212:** Kofi's concerns about the screen blanking out were taken care of
- New Concerns
 - **RDMT333:** screens set to duplicated and RDMT301 screens set to extended; need to standardize (Sharif)
 - **SIER 204:** issue with Edge and IE; speakers disappeared (John R)
 - **SIER 208:** issue with sound (Kofi)
 - **SIER 315L:** issue with Edge and IE; could not easily play her video (Laura)

Summer Classroom Updates:

- Projector Upgrade Project: still 28 left to install after summer
- HDMI Upgrade: still 26 left to install after summer
- Summer Inventory: Mike Howitt's team walked every classroom and created 7 versions of instruction sheets and put one in each room. Sharif asked if a "how to" for changing screens between extended and duplicated could be added.

Technology Training:

- Faculty groups were created for Vivi, Smartboard, and HyFlex classrooms; Mike sent emails out asking faculty teaching in those rooms this fall if they want personal training and the responses are beginning to come in.
- Fred will talk to the council of chairs about the possibility of training the chairs on the use of Vivi, so that they can train others in their areas.

AI and Emerging Tech Committee:

- Fred talked about the work of this committee and invited interested faculty to reach out and join the group.
- The date for the Expo this spring is 2/21/25; Contact Fred or Cheryl if interested in planning.

Prototype Cadillac Classroom:

- SIER 100 was changed to SIER 204
- Michael Howitt described his vision for a classroom of the future that is built for collaboration; John Reid says his classroom setup is already partially collaborative but he likes the idea of this new fully collaborative model. Kyle Smith wondered about a smart board that lays flat and if that would be useful in our showcase classroom? Wendy (SGA) asked Mike to send her pictures that he drafted of the possible designs so that she can share with SGA.

Next Meeting: October 4, 2024