Learning with Technology Committee Meeting  
October 11, 2006  

In attendance: Cathy Beise, Sam Galeta, Deborah Harrington, Marcy Losonczy-Marshall, Melissa Thomas, Michael Scott, Regina Royer

I. Approval of minutes - Minutes were reviewed and approved with one minor change: Approved minutes with minor change will be sent to committee members by Marcy.

II. Approval of by-law changes – The by-law changes which were sent to the committee members was unanimously approved. Sam will resend the approved By-laws. Mike will take the approved By-laws to the Senate.

III. Old Business: Reference software – Deborah reported that Stephanie Fridie is the library representative to the USM system, and that Stephanie surveyed other USM schools. A number of them are using RefWorks. UMCP is leaning toward the use of RefWorks as well, although they have not yet made a decision. If UMCP decides to use RefWorks, there is a possibility of a USM cite license. If that is the case it would be to SU’s benefit to use RefWorks, not only because of the possible USM cite license, but also because it works well with the library software we already have at SU, and it is a web-based system, and could also be used off campus.  
   a. Deborah will e-mail Stephanie to inquire about the possible USM cite license, and express SU’s interest in being included.  
   b. Cathy will e-mail Karl regarding our thoughts to go with RefWorks and ways of purchasing Endnote.  
   c. Mike will inform the Faculty Senate about RefWorks possibilities.  
   d. Sam will take this information to the IT Committee.

IV. New Business: SU Support Services document – This document was the end product from the Ad Hoc Learning with Technology Committee, which no longer exists as a separate entity, but has been merged with this committee. Deborah noted a few minor changes in terms of services the library already offers that were categorized under “desired services” in the document. Melissa will make these changes in the document. Issues which need to be addressed include:  
   a. The policy that 12 credits of undergraduate education be non-traditional (not in the classroom); such experiences could be online courses, international courses, experiential, practicum, internship, etc.  
   b. Faculty who create online courses need training in how to deliver their courses in an online format.  
   c. Faculty who teach an online course that has already been created need training in how to manage that course in an online format.
d. Melissa will take this document to the Provost. She will ask the Provost if he could attend our next meeting on October 25, at 3:00 p.m.

e. Melissa will also take this document to the Social Work department, who will launch an online program in January.

f. The Geography department has a graduate program that is almost entirely online, and will be launched within the next year.

g. This committee feels like it needs some direction in terms of what our tasks in reference to these issues are.

V. New item for next meeting: Course Management Software – Melissa informed the committee that WebCT will no longer be supported after January 2008. WebCT 6.0 has already been available for one year. In order for SU to use WebCT 6.0 we would need new hardware; it is also much more involved. Additionally, WebCT has been bought out by Blackboard. It is suspected that probably a new hybrid of the two will come out. It was also noted that a number of schools in the USM system use Blackboard. The issue of what we will use in the future needs to be addressed.

Respectfully submitted,
Marcy Losonczy-Marshall