Approved 11.17.17 Minutes ETRPC

Present: Bruce Sarjeant, Richard Hamilton, Chris Wagner, Hugo Eyzaguirre , Matt Smock, Brian Larson, Jim Gadzinski, Janet Labron, Jennifer Lazlo, Rick Mengyan

AGENDA for Nov 17

11:03am.

I. Approval of last meeting minutes: October 20, 2017 minutes. **Rick/Bruce. Approved.**

II. Reports and Announcements:
A.   Chair (Lanae Joubert) Student rep Richard Hamilton (welcome, Richard!)
Starfish update from Jim Gadzinski—"fits and starts". Some faculty are interested, some aren't. Problems: training issue. Not all departments have been trained. The problem is not technological—more philosophical and cultural (micromanaging student's academic career). Advisors like that they are getting information that they never got before. Progress Surveys are not only for athletes. Lifting the "Advisor Hold flag" had been an issue. Too much information (never before seen by people) was presented—things always there but never seen beyond the Registrar's office or Dept. Secretaries. 37% took the progress surveys. Students really like it. ASNMU wants to do forums next semester to introduce to upperclassmen. Refer people to Kyle Lannon or Jim Gadzinski if people have questions. Attachments aren't allowed in STARFISH. STARFISH might be renamed.
B.   HelpDesk (Chris Wagner). Reiterated the new hours at Helpdesk; they will continue as there have been no complaints.
C.   Business Intelligence/Information Services (Chris Lewis/ Brian Larson). Moving towards 2-factor authentication beginning with W-2's to protect from phishing. MyNMU coming later.
D.   Instructional Design and Technology – Center for Teaching and Learning (Matt Smock). Planning to upgrade from moodle 3.1 to 3.3; might result in a slightly longer outage than usual. Will be working with Chris Lewis. End of Semester workshops coming.
E.   Audio Visual Services (Pat Lakenen). Out hunting.
F.   TLC Liaison (Brandon Canfield). Nothing to report.

III. Unfinished Business
A.   Review the changes made to these - click on link to bring you to each google doc
        a.   Changes to "definition of High Tech Learning Environment". Move to change to Lanae's version. **Bruce/Hugo. Approved**.
        b.   Changes to operating procedures. Jeff created this google document with suggested revisions. *"We should have flexibility within parameters"* regarding quorums and meetings—Lanae Joubert. Discussion about membership. List of confirmed members and who can attend/remain informed vs. those who never show up. Membership needs to be present at the table? **To be continued….**

IV. New Business

A.   Best practices for encouraging faculty TIA applications for next year. Did not get to this or Good of the Order.

V. Good of the Order

Adjourned. 12:03