

Andrews University
Classroom Technology Committee
March 25, 2015

Dan Hamstra, Chair; Marsha Beal, Lorena Bidwell, Don Cole, Steve Nash, Twyla Smith, Sam Villamizar	MEMBERS PRESENT
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Armand Poblete, Janine Lim	MEMBERS ABSENT
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The meeting was convened at 2:30 p.m.

Dan Hamstra	PRAYER
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Dan gave an overview of the terms of reference document	TERMS OF REFERENCE
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Twyla expressed her appreciation for all of the work that Marsha Beal has done in support of classroom technology on campus. Dan expressed his appreciation for the all of the work that Don Cole has done the past few years in building trust with the departments we've done work for.	APPRECIATION OF PAST WORK
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Marsha presented a report on the technology inventory her group has been maintaining of what resources are deployed in all classrooms on campus.	INVENTORY REPORT
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It was agreed that there is a need to create more standardization of equipment installed.	CLASSROOM EQUIPMENT CONFIGURATION
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There is \$30,000 for classroom technology in the FY15-16 budget. The allocation of funds and discussion of a mechanism for departments to request funds will be discussed at the next meeting. We will also discuss the possibility of setting aside some funds to be used in a "matching funds" type of allocation.	BUDGET PLANNING
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The next meeting is scheduled for April 29 at 2:30 p.m.	NEXT MEETING
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Dan Hamstra, Chair

Roberta Colwell, Recording Secretary