

Andrews University
Classroom Technology Committee
April 29, 2015

Dan Hamstra, Chair; Marsha Beal, Lorena Bidwell, Don Cole, Armand Poblete, Twyla Smith

MEMBERS PRESENT

Janine Lim, Steve Nash, Sam Villamizar

MEMBERS ABSENT

The meeting was convened at 2:38 p.m.

Marsha Beal

PRAYER

The minutes from the March 25, 2015 meeting were approved.

MINUTES APPROVED

Held over until the next meeting.

ALLOCATION OF
FUNDS

After great discussion, the following decision was voted on and approved.

REQUEST PROCESS
FOR MATCHING FUNDS

During the first year of this committee, a process will be created and implemented that would allow faculty to request funds for improving classroom technology. This would help the committee to learn where the greatest perceived needs are within each department.

An initial introduction of this process will be presented at the Dean's Council on May, 6. Before the next meeting, the request form should be created and will include the following information.

1. Equipment Requested
2. Where the Equipment is to be Installed
3. The Perceived Benefit to the Student Learning Experience
4. If Matching Funds are Available from the Department
5. Approving Signature of Department Chair.

The process will be fully introduced at Faculty Institute with a submission deadline of September 18th.

Next meeting is scheduled for Thursday, June 4th at 8:30 a.m.

NEXT MEETING

The meeting was adjourned at 3:52 pm.

Dan Hamstra, Chair

Roberta Colwell, Recording Secretary