1. **Introduction (Alex Krekel)**

   Alexandra Krekel was introduced as a new student representative to committee.

2. **Update on projects and spending**

   Maxine reported that all items for FY10 proposals have been ordered, and that two of the proposal projects were still waiting for installation of equipment.

   She also reported that equipment for smaller sized classrooms (WRC 242, 246 and SEC 528) was ordered. Planning for installation of Promethean Board for WRC 250 is also underway. Robin Galloway asked if the SEC 137 conference room could also be equipped as it is also used heavily for dissertation presentation and graduate level courses.

3. **Assistive technology software Update (Amy Staples/Neil Clopton)**

   Amy Staples provided overview of Solo assistive tech software and cost info committee. Cost included the following: $4589 unlimited license and take home privileges on SOLO (4 software programs in one) + $469.90 for 20 headsets for a total of $5058.90. Several questions were asked regarding number of licenses needed and training. Amy Staples stated that the company offered training and that she would be willing to provide professional development sessions as well. After discussion, committee agreed that it would be beneficial to purchase enough licenses to cover PLS and COE labs and classrooms.


   Amy will seek additional pricing information and submit her request to Maxine for purchasing.
4. **Promethean Professional Development Update**

Maxine reported that Mary Herring received a response from Superintendent Gary Norris. He is moving forward on Promethean partnership planning for UNI faculty and Waterloo School teachers. He has brought together a team from the Waterloo School district. The first planning meeting between the COE’s professional development sub-committee and the Waterloo team will be held on February 17th.

5. **Spending for the rest of the year**

- Maxine reported that the cost to purchase assistive technology, equip SEC 528 and possibly SEC 137 with multimedia will closely total the remaining balance allocated to proposals.

- Robin Galloway asked for status of promethean board purchases. Maxine confirmed that the committee had determined that no additional promethean boards would be purchased until promethean professional development training plans were implemented and assessed. Robin suggested investigating the ActiveBoard Mobile System as a possible option to help meet future needs for access to promethean units in classrooms.

- Megan Balong shared with the committee information regarding the PLS initiative to move to a “1 to 1” model and how this also impacts UNI teacher education student’s learning experiences. She expressed the need for support from the College. Discussion ensued regarding ways that the COE could provide leadership in this area (moving to 1-to-1 modality of teaching), as well as, sharing of some costs. This topic will be discussed further at next meeting.

6. **Projects for 2011/2012**

Maxine reminded committee that no requests for proposals would be taken next fiscal year.

The committee revisited topic of standardizing equipment in classrooms. Robin indicated that all multimedia-equipped classrooms need laptop accessibility. Rodd Grady reported that a work order has been submitted to Todd Hayungs to pull needed cables and meet this need in all classrooms.

The committee agreed that it would be beneficial to investigate cost of installing ‘touch screen’ type system similar to Sabin’s new units. IRTS will gather cost information to review at next meeting.

**Next meeting Monday, March 7, 2011, 3:30 in SEC 137.**

Respectfully,

Megan Balong/Maxine Davis