1. Virtual Library Browsing

- Robert O’Connell, Director for Discovery and Access, Libraries, discussed virtual access to the Libraries’ stacks.
- Any user can build customized collections through library resources.
- Items can be split up by department.
- Each of the Five Colleges can be identified separately.
- Comparable items are shown to the user.
- README is utilized.
- Tags can be created.
- Users can track their searches.
- Collections can be public or private.
  - Private is the default.
- The shelf of items created by the user can be saved.
- Collections can be shown in class, directed through the virtual browser.
- Searches are conducted directly in the virtual browser.
- A secondary search tool makes it possible to break down searches by subject.
  - An example is a search of travel guides in which only guides for Boston, Massachusetts are shown.
- Items can be saved to Favorites, or can be added directly to a collection.
- It is changing the dynamics of how the College works with print and audio-visual materials.
- It will be displayed prominently on the Libraries’ home web page.
  - It is currently found under Catalog, Browse New Books.
- It is responsive to platforms and interacts with content.

2. Review Three CET Grant Proposals

- Florian Block’s proposal *Interactive Visualization of Climate and Sustainability Data* has already been approved, for $2,363.00.
• Naomi Miller’s proposal *Shakespeare apps for iPad* has already been approved, for $474.25.
  o As Gillian Kendall is not teaching her Shakespeare class in Fall Semester 2015, the proposal was approved for 25 licenses instead of 50.

• The group discussed John Brady’s proposal *Online Petrology Textbook* for $5,200.00.
  o The proposal should be funded through Online Learning.
  o Funds would be available to him through the Committee on Faculty Compensation and Development (CFCD), but as he is paying a student who is graduating the proposal does not meet the committee’s qualifications.
  o Educational Technology Services (ETS) does not have the staff resources to support the proposal.
  o If approved, the grant would take up one quarter to one third of the CET budget for grants in Fiscal Year 2016 (FY16).
  o It was agreed to review the proposal at the next meeting.

3. Review of CET Budget

• The CET’s FY16 budget of $70,370.00 is split into three areas.
  o The budget for grant proposals is $25,370.00.
  o The budget for software is $40,000.00.
  o The budget for faculty development is $5,000.00.

4. Educational Technology Services (ETS) Status Update

• Three staff members have recently joined ETS.
  o Joseph Bacal, Applications Administrator
  o Moses Diaz, Classroom and Event Support Supervisor
  o Alexandra Martines, Instructional Technology Specialist

• Classrooms are being upgraded to digital standard.
  o All classrooms now have computers.
  o Apple TVs will be added to any classroom upon request.
  o Ford Hall will be upgraded in one year.

• Support procedures are being updated.
  o The policy for remotes and adapters has been modified. They will be checked out for the semester instead of being delivered to classrooms.
  o Laptops will no longer be delivered to classrooms as there are now computers in every room.
• There are two online courses being developed.
  o Jeff Hunter’s course *The Art of Film* is free and open to anyone.
  o The Massive Open Online Course (MOOC) *Psychology of Women’s Activism* is led by Lauren Duncan.
    ▪ Students are developing the course and through their research identified nine activists to partake in it.

• Data on support calls was shown to the group.
  o There has been a slow but significant increase in calls.
  o Support for weekend and after-school events has increased sharply.

5. Collaborative for Technology Enhanced Learning (CTEL) Discussion

• [https://sophia.smith.edu/blog/ctel/](https://sophia.smith.edu/blog/ctel/)

• CTEL Members
  o Educational Technology Services
  o Imaging Center
  o Libraries
  o Science Center
  o Spatial Analysis Lab

• It provides technology support to faculty.
  o Ideas are brought to it to gather resources.

• Members conduct software research.

• It is chaired on a rotating basis.
  o T. Caldanaro is the current chair.

• A recently revamped presentation was set up in Hillyer Art Library to provide a technology fair for faculty.
  o The group agreed that it is a good idea to have a technology fair for all faculty.

• It was proposed to make CTEL a subcommittee of the CET.
  o Current CET members on CTEL are T. Caldanaro, A. Houston, and T. Laughner.
  o The group agreed to make CTEL a subcommittee of the CET.