**Educational Technology Steering Committee**  
Meeting Notes  
10/23/14  
In attendance: Doug Blandy, Sandra Gladney, Andrew Bonamici, Bruce Lundy, Garron Hale, Melissa Woo, Joanna Goode, Bruce Blonigan, Bruce Lundy, Kassia Dellabough, Pam Palanuk, Gretchen Drew, and Tami Oar.  
Guest: Lindsey Freer and Greg Milton  
*Meeting Notes provided by Gretchen Drew. All corrections to the summary should be emailed directly to Gretchen gdrew@uoregon.edu*

<table>
<thead>
<tr>
<th>Agenda Items</th>
<th>Discussion Bullets</th>
<th>Action Items</th>
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| **Introductions:** | • Doug Blandy opened the meeting welcoming everyone back.  
  o Introduced the new member, Gretchen Drew, from Academic Affairs.  
  o Announced the Campus Advisory group will be meeting November 20 with Frances Bronet. |  |
| **Special Guests – InTRO Program Manager Report:** | • Kassia Dellabough introduced Lindsey Freer and Greg Milton.  
  • Together Lindsey and Greg provided a report to the committee on the InTRO program, a handout was provided.  
  • InTRO helps faculty access resources to the campus community.  
  • InTRO’s digital presence has been created, including:  
    o Website with integrated chat - [http://intro.uoregon.edu](http://intro.uoregon.edu)  
    o twitter account - @UOInTRO  
    o UOblog - [http://blogs.uoregon.edu/intro/](http://blogs.uoregon.edu/intro/)  
  • InTRO can also be a resource for faculty that needing assistance with accommodation and disabilities.  
  • Thus far there have been 10 referrals. 2 from PPMM and 8 from CAS.  
  • Long term goal: Creating community awareness and creating a bridge between service providers.  
  • As a byproduct of their inventory work, the team is finding dead websites, making note, contacting, and having them turned off or ask if they are of use.  
  • Deliverables:  
    o They will develop service-oriented, research-based, searchable, database-driven, robust website.  
    o Year 1 Report will discuss and present an inventory of service providers, faculty information needs, observations of UO ed tech, and comparators.  
  • Bruce would like the team to provide a presentation to the Duck Store, it is on the teams list.  
  • They will be attending faculty meetings to provide information about | • The Baker Center Downtown will be hosting a structured webinar.  
• Lindsey will send information regarding the webinar to Gretchen.  
• InTRO produces monthly report – Send to Gretchen for distribution.  
• All, please have your radar on to help get word out around campus, and let InTRO know if you have ideas for formal or informal resources for them. |
| **InTRO.** |
|------------------|---------------------------------|---------------------|
| **Strategic Initiatives Timeline:** | - Timeline was distributed with the agenda.  
- Proposals that are less than $200,000 and work with student initiatives would be strong ideas.  
- Ideas for proposals:  
  - Initiative around InTRO?  
  - Integrated planning and advising system  
  - Online teaching and strategic goals – consulting  
  - iPass, Academic Advising  
  - Instructional technologist support | |

| **CTC Advisory Group Forum** | - Kassia requests being brought in by phone. | - Ask Sonja Runberg if a conference phone can be arranged. |

| **Next Meeting – Frances Bronet:** | - The next meeting scheduled for Wednesday, October 29 at 9:00 to be held in the Leona Tyler Conference room, Frances Bronet will be attending. What items do we want to discuss:  
  - On-Line Education at UO  
  - “Ideas” What we can do? Attaching them to the strategic plan.  
  - Possible short term task force with a short timeline. | |

| **Meeting Adjourned** |
| **Upcoming Meeting Dates:** |
| Wednesday, October 29 @ 9:00 – Leona Tyler Conference Room |
| Tuesday, November 18 @ 3:00 – Johnson Hall Conference Room |