UNIVERSITY OF REGINA
INSTRUCTIONAL TECHNOLOGY ADVISORY GROUP
MINUTES OF THE MEETING OF
November 12, 2015, 1:00 p.m., LY 610

PRESENT: S. Cheng (chair), G. Bawden, C. Butz, T. Cunningham, A. Exner, C. Melhoff, B. Doerksen (guest), D. Wagner (guest), G. Swan (Recorder)

REGRETS/ABSENT: A. Buehler, S. Davies, W. Garreck, M. Mehrandezh, L. Sywanyk, G. van der Ven

The meeting was called to order at 1:05 p.m.

1. Approval of the Agenda
   MOTION: G. Bawden/C. Butz - That the Agenda be approved as circulated. All in favour.
   CARRIED

2. Approval of the Minutes of the Meeting of October 6, 2015
   MOTION: C. Butz/A. Exner - That the Minutes be approved as circulated. All in favour.
   CARRIED

3. Business Arising from the Minutes
   None.

4. Items for Discussion
   4.1 Campus-Wide Technology Survey
       • The draft U of R Instructional Technology Survey was presented by the sub-committee. Suggested amendments to the wording of the Faculty Questions section were discussed and the document was revised as agreed upon. The sub-committee will schedule a time to meet with other members of ITAG to continue work on the draft. The sub-committee hopes the survey will be administered mid-January.

   4.2 Instructional Technology Inventory
       • This item was tabled.

   4.3 Smartboard Technology (Mimio System) – Douglas Wagner
       • Douglas Wagner demonstrated the smartboard software (Mimio). Questions and discussion followed.
       • The Group will discuss this product further once the results of the Campus-Wide Technology Survey are in.

   4.4 Proposed ITAG Meetings in Winter 2016
       (January 29, 2016 at 1 pm; March 18, 2016 at 1 pm; May 13, 2016 at 10 am)
       • S. Cheng will schedule these times in GroupWise. May 13, 2016, is a joint TLAG meeting.

5. Other Business
   None.
6. **Next Meeting:**
   The next meeting will be a joint meeting with TLAG on December 8, 2015, at 1:00 p.m.

7. **Adjournment**
   The meeting was adjourned at 2:26 p.m.

[Signature]

Stephen Cheng
Chair