# Information & Instructional Technology Subcommittee

## Meeting Summary

**Tuesday, January 07, 2014**

**Members Present**

1. Dimitri Cassimatis
2. John Diehl
3. Dan Dressler
4. Julie Holberg
5. Jason Liebzeit
6. Patti Pate
7. Richard Pittman
8. Paul Pruett
9. Shelby Smith
10. Stefan Tigges
11. Mia White

**Members Absent**

1. Constantinos Hadjipanayis

**Guests**

**Next Meeting**

- **Date:** 2/26/14
- **Time:** 7 am
- **Location:** School of Medicine, Room A170

## Items Discussed

1. **New Item for Discussion:** Role of the IIT Subcommittee
2. **New Item for Discussion:** Instructional Methods Across Years
3. **New Item for Discussion:** Innovation Demonstration

## Action Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Responsible Person(s)</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Policies</td>
<td>Collect existing IT policies</td>
<td>Richard Pittman</td>
<td>Click here to enter a date.</td>
</tr>
<tr>
<td>Academic Health Survey Results</td>
<td>Gather results of Academic Health Survey of Emory University</td>
<td>Patti Pate</td>
<td>Click here to enter a date.</td>
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<tr>
<td>Draft Survey</td>
<td>Develop draft survey for course directors and their teachers</td>
<td>Richard Pittman</td>
<td>Click here to enter a date.</td>
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<tr>
<td>Survey Review</td>
<td>Review draft survey</td>
<td>All members</td>
<td>Click here to enter a date.</td>
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<tr>
<td>Survey Distribution</td>
<td>Once survey is finalized, coordinate distribution with Gordon Churchward.</td>
<td>Richard Pittman</td>
<td>Click here to enter a date.</td>
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<tr>
<td>Innovation Demonstration</td>
<td>Present demo on audience response applications</td>
<td>Dan Dressler and Paul Pruett</td>
<td>2/26/2014</td>
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</table>