



Committee Name Minutes

Thursday, October 14, 2021

4:00-5:00

<https://mun.webex.com/meet/spennell>

Attendees: Anthony Duchesne, Carolyn Morgan, Steve Pennell, James Valcour

Regrets: Lindsay Alcock, Kristopher Hoover, Sean O'Neill, Gerard Farrell
July 2021 meeting was cancelled due to lack of members on annual leave.

Topic	Details	Action Items and person responsible
Review for Conflict of Interest Confirmation of Agenda	No conflict of interest No additions to Agenda	
Review and approval of prior minutes - Review of action items from previous meeting	Approval of prior minutes were not completed. Only three people on the call in the beginning.	
T-Res	EPA14 for Clerkship has been launched.	
WI-FI Mun/Eastern Health	Trevor Trim was hoping to have a solution in place for Student access to WI-FI within Eastern Health in Sept. However, with COVID and other projects it has been delayed. There should be an update within a month. Carolyn will also ask about Western, Central	Carolyn Morgan
AV Redesign for Main Auditorium, Learning rooms and 1M101, 1M102	Anthony will put out a survey or Facebook message asking student what they would like to see/have in the rooms. Steve is looking to get feedback to help in the planning of the upgrade.	Anthony Duchesne/Steve Pennell

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Displays	A thunder and lightning storm blew out a number of displays in the learning rooms. An emergency purchase was done to replace the displays. There is at least one working display in each room.	
Access to the Learning rooms	On holidays the learning rooms are locked and the student can't get into them. Steve will check this out.	Steve Pennell
Poly Units	Poly units were purchased for rooms that had no Audio Visual capabilities. Those are the rooms that are now enabled to do a hybrid mode for teaching. Also, in 1M102 & the Auditorium there's a laptop and poly unit. This enables the presenter to switch between audience mode and presenter.	
FoM Website to T4	It's moving forward. This is in conjunction with main campus, so not solely in our hands. Hoping to go live in the new year.	
Cell & WI-FI in Student Lounge	There has been issues with WI-FI and cell service in the student lounge. Mainly along the window where the couches are.	Sean O'Neill
Student Issues	Everything is going smooth. Just a few small things.	

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	<ul style="list-style-type: none">-Projector turns off something but there's two, so it doesn't cause too much of an issue.-Software issues (VLC wasn't on the computer) if this happens again contact Adam Siscoe.-Only other complaint is the Lecture captures are not posted quick enough.	
Next Meeting	January 13, 2022	