Information Technology Committee

Minutes from October 22

Present: Christine Anton, Victor Bissonnette, Andy Bressette, Penny Evans-Plants, Curt Hersey, Matthew Hinson, Jessica Hornbuckle, Tom Hocut, Cameron Jordan, Charles Krause.

Curt Hersey called the meeting to order at 11:00. The minutes from our previous meeting were approved.

**Old Business**

1. 1. The charge of the IT Committee
*  Curt Hersey and others suggested that the name of our group remain the IT Committee, not the Academic IT Committee
	+ o Andy Bressette, others – there is a separate group for administrative IT needs, we are focused on teaching, learning, and research needs.
	+  The group approved the proposed changes to our committee’s charge
	1. 2. The membership of the IT Committee
	+  Cameron Jordan: we change titles from time to time, should we have titles for positions defined more broadly? (e.g., “director of network operations”)
	+  Curt Hersey: what about the Nursing division? Shouldn't they be represented?
	+  Victor Bissonnette: nursing faculty will have representation through Faculty Assembly – and, they can seek to become members of this committee through FA.
	+  Andy Bressette: some schools are small – e.g., business – to have equal representation is too much of a burden on the individual faculty
	+  The group removed one position from our membership – the director of educational technology for the Charter School
	1. 3. Filtering of junk mail:
	+  Penny Evans-Plants: We have a new system on campus that sends an e-mail to users to notify them what e-mails have been filtered out of their inbox – they can then choose to have them delivered if they wish

**New Business** (Penny Evans-Plants)

* 1. 1. Our Board of Trustees have approved a standing $50,000 annual budget to be used for purchasing hardware for classroom technology – e.g., cameras and projectors.
	2. 2. The Provost has requested that we clarify our technology needs for capturing classroom lectures.
	+  Currently we have lecture capture technology in Mac 115 (basic), Green 326 (more advanced)
	+  Our goal is to develop one room in each academic building with this technology
	+  The questions is, what equipment would meet your needs?
	+  There is a dramatic variation in cost $5000-$6000 or $20000-$40000
	+  We would like to invite IT committee to the room demos
	+  Victor Bissonnette: can we get some data on current usage of this technology?
	+  Jessica Hornbuckle: the sandbox is a model setup
	1. 3. Information security advisory group – needs representative from the IT committee
	+  Curt Hersey volunteered to do this
	1. 4. How to best handle in-class multi-media problems?
	+  Charles Krause: should we have a workshop to teach faculty the basics?
	+  Curt Hersey and Nadeem Hamid: we could identify the most frequent problems – localize to room and system
	+  Penny Evans-Plants: in the future (because of a stable budget), we will have more standardization of equipment – it will be easier to identify consistent problems

November meeting – Tuesday, the 17th, 11:00.

The meeting adjourned at 12:00. Minutes respectfully submitted by Victor Bissonnette.