**Minutes**

**Information Technology Committee**

**February 22, 2011**

**Attending:** Lynnwood Belvin, Victor Bissonnette, Brian Carroll, Basil Englis, Penny Evans-Plants, Sherre Harrington, Joshua Hayes, Curt Hersey, Tom Hocut, Aaron Jermundson, Paul Kapitza, Katie Simons, Jerry Trammell, Jeremy Worsham, and Cameron Jordan.

The meeting was called to order at 11:00am by Chairperson Curt Hersey. Minutes of the January 25, 2011 meeting were approved as submitted.

**IT Survey**

Penny Evans-Plants noted that Director of Institutional Research would be distributing the student information technology use and satisfaction survey today, using a drawing for Amazon gift cards as an incentive for completing the survey. The next phase is to survey faculty and staff, possibly this semester. There are no additional student surveys planned, although it would be possible to develop short surveys that focus on particular areas.

**Classroom Projectors**

Aaron Jermundson reported that he had brought in one vendor, with the primary purpose of determining how that vendor’s projector would interact with Macs, what quality of image could be achieved, and whether there are projectors that need better cables. The committee requested that additional options be reviewed.

Penny Evans-Plants stated that Information Technology is collecting information for an inventory of multimedia classrooms and equipment on campus, with plans to add this information into help desk system so that technicians can be more responsive when trouble is reported. Information Technology has not traditionally tagged or inventoried equipment from Multimedia Services but is now beginning to do so. The inventory information is also a first step in developing an overall replacement plan. Evans-Plants will pan to involve the Information Technology Committee in the development of a replacement plan.

**Tele-presence Need**

At the January meeting Basil Englis suggested that there may be a need for teleconferencing capability on campus. Although individuals may be using web-based tools on their own, there are no institutionally supported tools or support. Cameron Jordon commented that the approach will be dependent on the need. While there is the possibility of having an institutional site license for some type of software, true full-fledged video conferencing is different, can be very expensive, and the need may be less common. Each school representative on the committee will take the question back to their school to gauge the interest and need.

**Video On Demand Joint Subcommittee**

Victor Bissonnette, Joshua Hayes, Curt Hersey, and Tom Hocut will serve on a Libraries Committee/Information Technology Committee joint subcommittee to discuss video on demand services for curricular use of films.

**Print Management**

Penny Evans-Plants and Sherre Harrington gave an update on the new management system for printing in computer labs and the library. Committee members expressed concerns about the impact on student learning and writing-intensive courses. Evans-Plans reassured the committee that there will not be a limit on the number of pages that students can print, just a limit on the number of free pages. A goal of the system is to encourage users to think about the resources they are using and make conscientious choices.

**Apple Licensing**

Penny Evans-Plants presented information about the college’s Apple license, which will expire this year. The previous three- year license was paid by Information Technology in 2007, but a new cost model from Apple will make the license much more expensive. The discussion suggested that it might not be necessary to pay the license for software updates every year. Concerns included issues for IT if multiple versions of Apple software must be supported. The committee will discuss further at the next meeting.

**Technology Roadmap**

As a preliminary step to revising the Technology Roadmap, committee members are asked to review the vision statement for Information Technology and send comments to Penny Evans-Plants.

Meeting adjourned at 12:15 pm.

Minutes respectfully submitted by Sherre Harrington