

MINUTES OF THE MEETING OF THE INSTRUCTIONAL TECHNOLOGY STANDING COMMITTEE

12:00 pm, Thursday, 12/14/2000 in the First Floor Conference Room of Powers Hall

PRESENT: M. Eftink, K. Gates, S. Larson, B. Scott, S. Threlkeld, T. Wascom, D. Wilkins

ABSENT: B. Reithel, B. Taylor

1. Approval of the 11/9 Minutes

Gates distributed the minutes from the 11/9 meeting and asked for comments/changes. No changes were suggested.

2. Managing Classroom Technology Resources

This brainstorming session centered on how to best manage the classroom technology resources that are being installed across campus by the Provost. Five issues were defined:

- Maintenance
- Security
- Access
- Scheduling
- Technical Support

The consensus was that a portion of the fund should be reserved for ongoing maintenance. Departments should be responsible for security and non-warranty equipment replacement. A distinction was noted between loss vs. regular wear-and-tear. The goal is to optimize use of technology. This may mean asking technology-rich departments to share their facilities with departments that do not have this kind of technology, e.g., 25% of "primetime" between 8am and 5pm. The group discussed possible incentives. The group considered the services that should be provided by IT & TRC as part of supported maintenance. Training might be provided by IT and local experts. Wilkins, Wascom and Scott will consider these ideas further and will draft a policy to be presented for review at the next meeting.

3. Adjournment. The meeting was adjourned at 1:15 pm.

Kathryn F. Gates, Chair

Date

APPROVED:

Robert C. Khayat, Chancellor

Date

