

Faculty Technology User Committee Minutes

Date	September 25, 2006
Time	Called to order at 4:00 pm and adjourned at 5:05 pm
Place	West Campus, Building A, Room 105
Members Present	D'Dee Grove, Steven Beckham, Alan Kee, Mary Dodson, Bill Young, Shannon Cornell
Members Absent	Jan Hinds, Sarah Uselding, John Balke
Guests Present	
Purpose	To establish business for the semester.

Topic	Information/Discussion	Action to be Taken, Decision, Recommendation, Timeline
Approval of Minutes	Minutes were read individually by members prior to meeting.	Minutes were approved.
Old Business	<p>D'Dee began the meeting by welcoming and introducing new committee members, including Bill Young and Steven Beckham. She briefed them on the purpose and goals of the committee.</p> <p>D'Dee requested that Shannon send minutes to the Technology User's committee after approval. Minutes from their meetings should also be requested for our review.</p> <p>Discussion commenced on the technology needs survey from the previous semester. Though it did not come to fruition before the arrival of the portal, it could still be useful in researching faculty needs and software licenses.</p>	<p>This semester, the committee will focus on answering faculty questions.</p> <p>In addition to posting minutes on the intranet, minutes, once approved, will also be sent to the Technology User's Committee via Victor Fite.</p> <p>D'Dee will check with Brad Johnson on the status of the technology needs survey.</p>
New Business	New business included a discussion on which avenue the committee will use to post minutes and information on the internet. Currently, D'Dee maintains a site for the committee with CMS. However, myAC opens up a new venue for sharing information. Members agreed that it was superfluous to maintain two sites. Though a common ground for communicating within the committee, disadvantages to using myAC include limited access for non-committee members and limited space for information.	The committee will continue to maintain the site on CMS for public access and use myAC to communicate within the committee, until a further directive is received.

	<p>Committee members discussed a growing concern for standardizing clickers students are required to purchase in some departments.</p> <p>Mary reported that in the Language, Communication, and Fine Arts Department, salaries for overload assignments have been pro-rated based on enrollment. That is, if the cap in a class is 30 students and only 21 are attending after the 12th class day, the instructor will receive 21/30 of overload pay for the semester. She earnestly requested that the committee formulate a recommendation to support faculty against this growing concern.</p> <p>Members chose which subcommittee to serve on.</p>	<p>No recommendation was made.</p> <p>Steven and D'Dee will pose the question at the next Faculty Senate meeting.</p> <p>Steven will assist with Faculty Help, Bill with Hardware, and Shannon with Student Issues</p>
Next Meeting	<p>D'Dee will call next meeting. Bill respectfully requested we do not schedule meetings on the last Monday of the month, so as not to conflict with his department meetings. Committee members conceded.</p>	<p>Date TBA</p>

Respectfully Submitted,
Shannon Cornell