Team Charge: To work with President’s Cabinet to establish recommendations for setting FY09 budget levels for centralized equipment replacement. Specifically, the taskforce will immediately begin work on:

- Establishing **equipment standards** for each equipment type (PCs/Macs, Networked Printers, Mediated Classrooms, Instructional laboratories). It is permissible to establish more than one type of standard for a single type of equipment, if needed to meet the needs of the institution. Each standard should include a replacement schedule. Care should be taken not to limit consideration to one brand of equipment unless there a compelling and demonstrable benefit to the college in doing so;

- Establishing a **phase-in process** that will take the institution to full operation in 3 years. This process should be logical, include bond project timing, and – to the extent possible-address faculty/staff and program needs at the same time (for example, faculty receiving new equipment should be teaching in classrooms mediated at the same time and instructional labs should be addressed in close proximity)

- Preparing a **cost accounting** for the phase- in process. Cost should be compared between a lease approach and a purchase approach.

Team members:
1. Terry Berg, chair
2. Laura Grandgenett (to be replaced by CIO when possible)
3. Jeff Gibson, equipment services
4. Jerry Moller, division chair
5. Duane Linter, instr. Dept. chair, end user
6. Mark Hanna, library, end user
7. Lynn Thornton, FAS appointee, end user
8. John Chaka
9. Ken Pirtle
10. Delton Moore

**Resource Persons**
Ashley Golden- equipment database
Vicki Shelton- purchasing
Fred Baldivia- equipment services

The Equipment Replacement team will begin work immediately. The purpose of the team will be made a permanent part of the new IT governance structure. However, the specific responsibilities and staff assignments may change as the larger governance arrangements are developed.