

ITAC Meeting Minutes  
February 25, 2009

Attendance: Carol Bishop, Gary Fisk, Jeff Green, Laurel Robinson, Gretchen Smith, Tom Weiland, Alla Yemelyanov, Royce Hackett, and Jarrett Hartsfield

Meeting was called to order at 11:00am.

1. Approval of minutes for January 23, 2009  
Smith moved to approve, Robinson seconded.  
The motion passed unanimously.
2. Technology Fee Fund Update  
At this time there are no funds left to allocate. The remaining amount is for lab assistants, paper, toner, and maintenance expenses. Computers were purchased with the funds approved in January – 5 computers for the Library, 5 computers for Academic Skills, and 2 computers for Biology.
3. Faculty Training  
Alla Yemelyanov provided information about training available for faculty. This information is available on the OIIT web site under Faculty/Staff Development. There are classes available for Excel and PowerPoint 2003. Classes are also available for all of the Office 2007 products. There is online training available for WebCT Vista 3 online. Alla is also able to provide one-on-one training for faculty if needed.

Jeff Green suggested that a survey should be conducted to find out what kind of training faculty are interested in. Royce Hackett requested that Alla conduct such a survey.

Jeff Green also sees a need for training for developing and maintaining web sites since many faculty have to do this for their departments. Unfortunately, Royce said there is no one at this time that can provide this kind of training. Laurel Robinson stated that Computer Science has a web design certificate and it would be worth looking into to see if that could be a possible resource. Royce said that another solution would be to hire graduate assistants to work under GSW's web developer to provide needed support.

Alla gave an update on the Vista 8 upgrade. GSW will begin using Vista 8 in Fall 2009. A test environment and training will be available sometime this semester. Most courses should migrate without major problems. Tom Weiland requested that in addition to training this semester, additional training during Planning Week would be a good idea.

4. WebCT Teaching Circle Feedback  
Gary Fisk stated that someone requested that formal WebCT training be part of new faculty orientation. Royce will follow up with Dr. Adler.
5. Classroom Technology Update
  - a. Instructional Projectors  
There are currently 57 instructional projectors and there is a need for 90. In addition, 22 of the existing 57 projectors are obsolete (5 or more years old). \$25,000 is needed to replace obsolete projectors, \$150,000 is needed to purchase and install new projectors, and \$20,000 is needed annually to maintain the projectors.
  - b. Instructional Computers  
\$225,000 is needed to replace obsolete technology

The committee sees an immediate need for additional funding for instructional technology on campus. The Student Technology Fee Fund is no longer adequate to support GSW's current and growing technology requirements. In addition to the instructional projectors and computers needed, pressing technology needs include a new firewall and core router and adding centralized tape backup and shared network drives. The committee recommends to President Blanchard that he makes providing funding for technology a top priority.

6. Adjournment  
Weiland moved to adjourn, Bishop seconded.  
The meeting was adjourned at 12pm.

Submitted by,  
Gretchen Smith, Secretary