

Technologies Advisory Committee Meeting

MINUTES

February 7, 2008, 2:00 p.m.

Collier Library Conference Room, 1st Floor

The meeting was called to order at 2:00 p.m. by Darlene Townsend. Members present were Paulette Alexander, Sherri Hester, Carolyn Lovett, Betty Rickard, Jim Riser, Bill Strong, and Darlene Townsend, Chair (presiding). Also present were Randy Horn and Stephen Putman.

The minutes of the last meeting (November 27) were approved on motion of Paulette Alexander, seconded by Carolyn Lovett.

Darlene Townsend reported that shortly after the last meeting, the motion concerning mass emails was presented to Dr. Garry Warren, VPAA, via a memorandum and a meeting. Copies of the memorandum were distributed to the committee. After reviewing the motion, Dr. Warren stated that he will forward the memorandum to the Shared Governance Committee for a recommendation as to how to proceed.

Stephen Putnam reported on the results of the inactive email account deletions. A series of three emails was sent in December and January probing for responses. Stephen received 40 replies. After the inactive accounts were identified, they were emptied of messages, but not deleted. As of February 5, 2008, almost 6000 accounts had been emptied. Approximately 10 gigabytes of space on the server was reclaimed. Stephen will monitor these results and determine later whether to delete the accounts. No complaints have been received since the accounts were emptied.

Randy Horn presented three spreadsheets listing all of the technology requests submitted to him this academic year. The second spreadsheet lists Randy's recommendations of what should be purchased. Randy also stated that there are four labs needing replacement that are not listed on the spreadsheet, but should be the first priority for replacement. On motion of Carolyn Lovett, seconded by Bill Strong, the committee voted to accept the recommendations for replacement as presented by Randy.

Darlene reported that she had contacted Dr. Warren about the opening on the committee due to the dissolution of the Dean of Information Technologies position. He stated that the President is aware that several committees have been affected and will discuss this with the Shared Governance Committee in the near future.

Paulette Alexander announced that the Distance Learning Advisory Committee of which she is chair will be presenting a one day conference on distance learning in May and encouraged the committee members to participate.

Randy Horn informed the committee of a memorandum received from Robert Garfrerick, director of the Entertainment Industry Center (EIC), regarding the EIC computer lab. Dr. Garfrerick requests that the committee recognize the EIC lab as an official university lab. On motion from Paulette Alexander, seconded by Carolyn Lovett, the committee voted to request that Dr. Garfrerick submit a proposal to the committee for the lab that includes the purpose,

equipment needs, usage, availability, and history of the lab. Darlene will send a memorandum to Dr. Garfrerick.

Stephen Putnam informed the committee that Computer Services staff will be attending a meeting in April where they will have the opportunity to learn more about outsourcing of email. He also mentioned that President Cale has expressed a desire for new email software, such as Microsoft Exchange.

Upon agreement of the committee, the next meeting was not scheduled since there is no pending business. The chair will call a meeting in the spring if necessary.

There being no other business, the meeting was adjourned at 3:13 p.m.