

Campus Technology Policy & Planning Council
Meeting of November 29, 2004
2:00 – 3:30 pm
STV 401

Present: Sara Campbell, Sam Catanzaro, Galen Crow, Dan Hayden, Edgar Norton, Barbara Nourie, Beth Schobernd, Mark Walbert, Jeff Wood, & Shari Zeck

Absent: Beckie Benner and Brent Paterson

Mark welcomed everyone.

Update on Apple's Executive Briefing in January: Mark explained that he had met with Legal Counsel and learned that we cannot attend the briefing because of Article 10 (Gift Ban) of the State Officials and Employees Ethics Act. After a short discussion, it was decided that Mark will check with Legal Counsel again regarding this and asked Georgia to schedule a time for him to do this. [Mark met with Renee Byas on Thursday and will update the Council on the results of their conversation at the next Council meeting.]

Guiding Principles: The updated Guiding Principles are now on the website at http://www.ctsgilstu.edu/governance/principles/Council_Principles4.pdf. Mark thanked members of the Council that offered feedback and especially the work by Edgar, Beth, and Shari.

Online proposal submission form: Mark distributed a draft of this and asked for feedback. This form could be on the Web as well as in paper form. After a short discussion regarding the purpose of the form and when it would be used it was decided that:

- These requests should go through the constituent or tech advisory committees first and then to the Council.
- If the proposal has campus-wide scope then this form would be necessary.
- A place could be added for Dean's signatures.
- A pull down menu could be added for constituent committees along with an automatic e-mail to the chair of those committees.
- Check boxes could be added determining if this is a change of policy, a new policy, etc.
- Mark will develop a cover sheet and bring it back to the next meeting for discussion. Suggestions/recommendations should be e-mailed to him.

The Grid: Mark distributed a copy of a grid spreadsheet that could be used to keep track of different projects, etc., on the Council's agenda. This would be used on the Web site and people would be able to determine where a specific project is. Mark asked for feedback on the form. After a short discussion and several suggestions, it was decided that Mark will refine the grid and bring the revised version back to the next Council meeting for review.

CAT/FTSS merger: Mark updated the group on the fact that CAT and FTSS are being merged effective January 1, 2005. The new name will be the Center for Teaching & Learning Technology (CTLT).

Williams Technology Service Award: Mark asked for volunteers to read submissions for the Award. Jeff, Dan, Sam, and Barbara volunteered. Mark will also ask Brent if he can help. The website has never been updated and we will contact University Advancement to update it. This group will need to meet right after holiday break to read files and select a recipient.

Tech Tuition working group: Mark asked for volunteers for this. Shari Zeck will chair the group. Barbara, Jeff (maybe Kate Plantholt), Sara, Sam, Edgar, and Mark will be on the committee. A timeline and meetings will be set.

Modem Pool: Mark shared that he will announce tomorrow at TTUG the fact that the modem pool will officially end after May 20, 2005 and its size will be reduced the first of January. He anticipated that there may be a small modem pool on campus for business travel use only. The announcement for this will be in the *ISU Report* on Thursday.

Mark thanked everyone for attending.

Next Meeting
Monday, December 6
3:00 – 4:30 pm
STV 401

Submitted by Georgia Bennett