Information Technology Committee Meeting  
Feb. 28, 2013  
Held Electronically

Present: Steve Sachs, Allen Sinner, April De La Rosa, Bernard Schmidt, Bo Yang, Brian Foley, Bruce Ghofrany, Jennifer Lerner, Sam Hill, William Gary, Randy F (FLO), Angela Terry, Dee Martin, Bruce Ghofrany, Becki Keith, Cathy Simpson, Michael Cannon (?)

Committee members were introduced. Dr. Sachs explained the charge to the committee, the type of items it reviews, and the time line for completing reviews and tasks. This was the first meeting of the FY12-13 ITC because appointments to the committee were delayed. The agenda was reviewed.

Dr. Sachs went over the College Technology Plan Budget as approved for FY12-13, explaining each line item and answering questions as they came up. Because the College has not met its enrollment targets this year, we have less money in the budget. A portion is allocated to the campuses for funding their technology plans; but campus plans are not fully funded through the College Technology Plan. Those campus technology plans are posted on our website.

Campus Technology Plans must be submitted in April for review by this committee before submitting to Administrative Council. The campus plans are to include all technology plans for the coming year, regardless of funding source.

The committee will put together a draft FY13-14 plan at its next meeting. Dr. Sachs asked that members send him suggestions on items to add for consideration.

Administrative Council decided a few years ago to transition staff to laptop computers for continuity of operations purposes and for energy reduction. In the event of an emergency, staff would have a college computer they could use to work from home. Some faculty and staff are upset about having to sign the 105-05 form that accompanies the laptop so that they can take it off campus. The form states they are responsible for damage. Some faculty are refusing a laptop because of that. Dr. Sachs asked if the committee would want to suggest a change to the verbiage on that form. There was discussion on various circumstances and steps to recommend. The committee voted and the consensus was to not suggest changes to the form.

Dr. Sachs will send out some proposed dates for future meetings. All meetings are held as e-meetings.

Meeting was adjourned.