Academic Information Technology Commission Meeting
Thursday, October 10, 2013, 4:00 p.m. Gardner Hall Room 156

Attendees:
☒ Kris Wright (Chair, BILSA 2014)
☒ John-Leonard Berg (KLIB 2014)
☒ Thomas Scanlan (CSSE 2016)
☒ Jeffrey Strange (LAE 2014)
☒ Misty Lemon-Rogers
☒ Kirstin Lange (Student Senate Rep)
☒ Susan Traxler (Ex Officio)
☒ Lisa Merkes-Kress (Recording Secretary)
☐ Vacant (BILSA 2013)
☒ Benjamin Collins (EMS 2014)
☒ Abdollah Soofi (LAE 2015)
☒ Hong Teng (EMS 2015)
☐ Vacant (Academic Staff Rep)
☒ Regina Nelson (ICET Rep)
☒ Colleen Garrity (MTS Rep)

Guests:

MINUTES

I. Call to Order
Chair Wright called the meeting to order at 4:01 p.m.

II. Approval of Minutes of September 26, 2013
Leonard-Berg moved to approve the minutes as “corrected”, seconded by Scanlan. Minutes approved.

III. Approval of the Agenda
Scanlan moved to approve the agenda as presented, seconded by Leonard-Berg. Agenda approved.

IV. Announcements
Search and screen committee for the project management position has meet and form 1 has been signed.

V. Committee Reports
1. OIT (S. Traxler)
   Our Campus internet connection has been upgraded it was a year and a half process but we now have 10gb instead of 2gb. ITS desk pages are now live on the new website. The new knowledge base for IT staff and campus has been rolled out. We have auto tracking in process now which means you will get a notice that we received your request and then a notice to say the request is complete. In the upcoming future we will have a process where you will actually be able to see the progress of your request.

2. MTS (Russell Hill for C. Garrity)
   Nothing to report at this time.

3. ICET (R. Nelson)
   Desire to learn will be upgraded from 10.0 to 10.1 before the beginning of spring semester. We are working on a new technology support model that will help us implement small-scale project ideas, some examples are: social media, using twitter in a classroom, and digital story telling. ICET would be a project manager point person.

4. TOPC (S. Traxler)
Evolving into a new committee structure, if there are technology request most will be channeled into a January window. TOPC will be retiring. This is a work in progress and falls closely with the new IT prioritization.

VI. **New Business** (K. Wright)
    1. Chair Wright touched base on the new infrastructure and brought forward that we will need two more members for the committee. Wright will be the representative from BILSA; Abdoolah volunteered to be the representative from LAE. Scanlan will be the EMS representative for APC.

VII. **Unfinished Business** (K. Wright)
    1. **Introduction: Sarah Miller and Kristin Lange**
       Sara Miller is the Social community director and her responsibilities are managing social communications, monitor online institutional brand. She is also the managing editor of the Alumni Today, the magazine of the UW-Platteville Alumni Association.

       Kirstin Lange will be the student representative on AITC, she is majoring in business administration but will be switching her major to graphic design. She brings experience and knowledge for our group.

    2. **APC Review Preparation**
       What might the outline summary look like? We have received the first Form B from Joe Clifton but he has left some areas blank, will we need to change our questions for future reviews? We have until March 15th, 2014 to put together our summaries from these reports. Discussion ensued about being more clear on what is information technology and what we want from the programs. Wright requested that members submit ideas about, or modifications to, the AITC survey tool. Wright will request clarification of the APC objectives for the review process. Soofi will research other survey tools that could better suit the needs of AITC.

VIII. **Adjournment**
    Chair Wright adjourned meeting at 4:55 p.m.

Respectfully submitted,

Kris Wright, Chair  Lisa Kress, Recording Secretary