MINUTES

I. Call to Order
Chair Wright called the meeting to order at 4:04 p.m.

II. Approval of the minutes for February 27, 2014
Krueger moved to approve the minutes, seconded by Collins. Minutes approved.

III. Committee Reports

1. ITS (S. Traxler)
   - Upgrading to a new instance of footprints so it will be less cryptic and more user friendly.
   - The help desk is now located in the library
   - Bears den construction is in process, only down less than a dozen computers. During summer new computers and carpeting will be installed.
   - Virtual desktop roll out will be soon – you will be able to run a second image on any machine, which means you will be able to copy and paste between the two images. This allows anyone with a campus NetID to access general lab software from anywhere via the internet
   - New EMAIL system – Campus chose to go with Microsoft 365.
     - A committee will be created to provide guidance to the technical team.
     - Transition will happen between July and December and be done in clusters.
     - Microsoft offers sharepoint but it is not free and will be discussed in the future once Microsoft 365 has been running for awhile.
     - ITS will put a FAQ area their website, to answer some of the questions that are starting to come through.

2. MTS (C. Garrity)
   Traxler reported for Garrity in her absence; doudna 212 has been approved for the summer and collaborative workstations will be updated in the summer.

3. ICET (R. Nelson)
   Upgrading D2L June 4 and 5 to 10.3; there will be a beta server ahead of time so faculty can review in advance.
IV. **New Business**  
No new business to discuss at this time.

V. **Unfinished Business**  
1. **APC Review**
   - **Review and modify draft evaluations of programs**
     Wright reviewed questions sent to departments in the fall.  
     Discussion topics:
     - Does APC need to know what technology departments have? What do they really want to know?  
     - Information received from the reports should be provided to IT.  
     - Be sure to check with APC to make sure departments are not being to needy.  
     - Create a survey with check boxes asking if they are meeting basic needs and if the technology is meeting learning objectives. Keep it simple.  
     - What is emerging or advancing technologies?  
     - Are people settling, students know more about technologies than staff, how do you raise the bar when the bar is always set?

VI. **Next Meeting Date Thursday, March 27, 2014**

VII. **Adjournment**  
Chair Wright adjourned meeting at 4:44 p.m.

Respectfully submitted,

Kris Wright, Chair

Lisa Kress, Recording Secretary