Academic Information Technology Commission
Minutes of meeting from 3/8/2011

Present: Lisa Landgraf, Tom Scanlan, Jon Musselman, Dawn Drake, Dominic Barraclough, Joe Lefevre, Warner Smidt, Mike Sherer, Abdollah Soofi, Osama Jadaan, Erich Matola, Todd Carothers, Colleen Garrity

1. Approval of minutes: Landgraf motioned, Barraclough seconded – motion carried.

2. Approval of agenda: Landgraf motioned, Barraclough seconded – motion carried.

3. Announcements: Scanlan – Will be asking for Faculty Senate approval for the minor changes made to the AITC description within the Faculty Bylaws.

4. Student Response Systems (Garrity): The campus has no standard for clickers, and several departments have purchased different brands. There are discussions taking place about whether clickers should be provided as part of textbook rental or should students buy their own from the bookstore? AITC would like Colleen to investigate standardization of clickers and rental costs and present that information at the next meeting.

5. TOPC report (Carothers): This committee has 2 major initiatives. A) Write a 3-5 year Strategic Technology Plan for the campus; B) Formalize a request process for prioritization of technology projects that are submitted to OIT or MTS. TOPC will look at projects that cost at least $10000 and require a minimum of 120 staff hours. AITC would be a submitter to TOPC. Ideally projects should be submitted in the fall so they can be written into the budget.

6. PASS re-implementation (Drake): The campus has decided to move forward with the project and Cyber will be the consultant. The project will start around May 1 and have a go-live date of June 2012. There are approximately 280 tasks that must be completed as part of this process before additional functionality can be turned on. AITC will provide input to the steering committee on functionality decisions that will affect faculty/staff. Matola also reported that DataMart will be replaced with something that can also provide business intelligence and forecasting capabilities. Vendors being looked at include: Oracle, SAP and Cognos.
7. OIT Budget (Matola, Sherer): Presented an overview of the OIT budget (attached) and answered questions. Discussion will continue at next meeting. We will ask web development to come to a future meeting and discuss changes to the campus web pages and the new content management system.

Next meeting TBD.

Submitted by,
Jon Musselman, AITC Secretary