

INFORMATION TECHNOLOGY DIVISION MEETING
September 01, 2009
Room 407B
Meeting Minutes

Those in attendance:

Tom Ashby	James Bothwell	TC Coleman	Haining Chen
Gary Dominguez	Heather Erwin	Tim Green	Doug Gregory
Al Heitkamper	John Helton	Haifeng Ji	Sara Mathew
George Maxwell	Anita Philipp	Mike Reeves	Akram Taghavi-Burris
Mary Williams			

Those not in attendance:

MaryGrace Berkowitz

Dean Ashby opened the meeting by welcoming Ken Harrelson from the Math Department to discuss the Developmental Math changes once more. He answered any further questions about these changes and then stated that he needed the division's list of selections for pre-requisites before September 10th.

Dean Ashby informed everyone that Haifeng will be working half-time this year in order to finish his doctorate. He also announced that the meetings for the Faculty Development Plan were coming up and a sign-up sheet would be available in the Division Office. He advised everyone to sign up soon and prepare their materials.

Dean Ashby said the Annual Institution Committee list had been discussed at the Dean's Council and it seems as though the Division of Information Technology is under-represented. He asked if anyone felt the division should have more than one representative on each committee with so few faculty in the division. It was agreed that since Information Technology is the smallest division, we did not require more than one representative.

Dean Ashby said they would discuss any possible proposals for the curriculum committee in department meetings, but that there will now be an earlier deadline so there will be sufficient time for reviewing and proofreading before it goes to committee.

It was asked if lab staff and tutors received any kind of on-going training or additional training to keep them up to date on the subjects for which they are tutors. There is training available but additional training can also be set up in the lab.

Dean Ashby announced that Monday was Labor Day and so campus would be closed. He said this would also be the weekend for the Arts Festival, beginning Saturday and ending on Labor Day. He then informed everyone that the Student Computer Center and the Division Office will be open on Fall Break though there will be no classes.

Dean Ashby gave the dates for the Faculty/Staff Photography Exhibition and urged everyone to stop by and have a look. He said that this was so popular that there will be another one in the future and so if you are interested, there will be more information to come later.

There were not any Committee Reports to be made, so the meeting adjourned.