

INFORMATION TECHNOLOGY DIVISION MEETING

March 6, 2007 12:30 pm

Room 407B

Meeting Minutes

Those in attendance:

Vicki Gibson	Tom Ashby	Kathy Cupp	Tim Green
Doug Gregory	Al Heitkamper	John Helton	Sara Mathew
Anita Philipp	Brett Weber	Mary Williams	Gary Dominguez
Mike Reeves	George Maxwell	MaryGrace Berkowitz	
TC Coleman			

Those absent:

Haifeng Ji

Dean Gibson opened the meeting by sharing that Professor Gwin Faulconer-Lippert and Professor Sue Hinton would be joining us later about the result of “Oral and Non-Verbal Competency findings and recommendations”.

She informed everyone that all rooms on the 4th floor of the library will be used as class rooms starting Fall semester.

She asked faculty if they have someone to nominate for the Adjunct Faculty Award. After further discussion, Chuck Louviere was chosen.

Dean Gibson handed out the list of the eligible students for the Presidents Award for Excellence and Certificate of Achievement nominees need to be selected by Friday. Professor Helton mentioned that there are no Multimedia majors on the list since one criteria is that they have to have a minimum 30 credit hours. Students whose majors are the Certificate of Mastery, they cannot be a candidate. Professor Williams mentioned that there are no CIS majors. Dean Gibson would see about getting a better list.

Dean Gibson informed that to be covered by workers comp, you would need to e-mail her for the approval, when out for college business. Travel with no money involved, such as visiting elementary schools and a meeting at OU etc. are examples.

Dean Gibson made reference to one of the handouts “Get the future you want!” explained that its a script of our new video, from Amy Smith the video production specialist. Dean Gibson asked if anyone had any information that needs to be added. Submit either by electronically or make a note on the handouts and return by Thursday.

Dean Gibson reminded about the coming up of the scheduled Advisory meetings; CAT – March 8 (Thu) 8:30am–10:30am. We will talk extensively about the new GIS program. Everyone is welcome. The CS advisory meeting will be April 6 (Fri), 9:00 am–11:00am. Then the Cyber Security meeting will be April 13 (Fri), 11:30am-1:30pm.

Course descriptions and objectives of Success in College and Life (SCL1001) were distributed. They are still looking for instructors to teach this class although the application deadline has past. This would be a good recruitment tool and different kinds of formats are available.

Dean Gibson reported that the Compass test will be moved to a different format called Accuplacer.

The handout “Achieving the Dream” which we have applied in conjunction with Rose and TCC was given. She stated that the first paragraph would help understand why Dr. Sechrist went to the direction.

A new Network Acceptable Use Policy is provided; Dean Gibson asked that everyone make sure and read the new policy.

Dean Gibson talked about Assessment week and provided a handout, which is coming up the week of April 2 – 7. She reviewed over the Assessment Week Fair (April 3 & 4) and its deadlines of the items needed to be provided, etc..

The Job Fair will be tomorrow, Wednesday, March 7, 10 am-2 pm. We are expected to have 78 different employers attending and will be located in the College Union.

Degree checks will be April 9-11 at the graduation office. The Deans have made a suggestion to the graduation office to setup the hourly schedule for each Division. A faculty representative will be needed to answer students’ questions. Professor Williams asked if several faculty members can attend at the same time.

We are needing person to serve on committee for the President’s Award for Excellence after March 30. Professor Helton volunteered.

Institutional Committee Reports

Professor Green reported that the President’s Advisory Council had no new topics to discuss. They talked about benefits and insurance.

Professor Helton reported that the Benefit Committee had discussed about free counseling, evaluate programs for dependent care and medical care.

Dean Gibson told everyone that she will be gone next week and that Professor Ashby will have signature authority in her absence.

Professor Gwin Faulconer-Lippert and Professor Sue Hinton joined us and discussed the results of “Oral and Non-Verbal Competency findings and recommendations”.

The meeting was adjourned.