

Meeting Date: May 17, 2001

Approved: by mail Summer 01

**PRESENT:** A. Bloom, D. Cardoza, D. Frankl, B. Krilowicz, J. Lister, F. Wu, V. Seaman,  
W. Sternal J. Wiebe

**EXCUSED:** J. Faust, E. Forde

**GUEST:** C. Campbell, M. Dowell, C. Soudah

1. Announcements

- B. Krilowicz -- two assessment workshops are scheduled this quarter.
- D. Cardoza -- meetings are being scheduled with the University's legal council to set up procedures for compliance with Section 508.

2. Intent to Raise Questions

A. Bloom asked how can he get rooms designated for certain classes that require specific equipment (such as a DVD player) using the Ad Astra Scheduling Software.

D. Cardoza responded that the Administrative Procedure outlines how the software will be used. They are currently looking at the feedback from the Deans. A meeting will be scheduled with J. Woosley and R. Witte to discuss the information on the data sheets.

3. Approval of the Agenda

It was m/s/p to approve the agenda.

4. Approval of the Minutes

It was m/s/p to approve the May 3, 2001 minutes.

5. Liaison Reports

- No Report.

6. ATS Update

- No Report.

7. Election of Officers

Election of Chair for Summer 2001:

William Sternal elected by acclamation.

Election of Chair and Vice Chair for 2001/2002 academic year:

Beverly Krilowicz was nominated and elected to the position of Chair.

James Wiebe was nominated and elected to the position of Vice Chair.

8. Conversion to Semester System  
Handouts were distributed on the positive and negative impact of conversion to semesters on information technology. A Bloom will forward a report to the Executive Committee.
9. On-Line *University Reports*  
M. Dowell conducted a Focus Group to discuss *University Reports*.

The minutes respectfully submitted by  
Desdemona Cardoza, Vice President  
Information Resources Management