

Meeting Date: May 16, 2002

Approved: 6/6/02

PRESENT: J. Faust, C. Khachikian, B. Krilowicz, N. Kudo-Hombo, C. Lagier, F. Wu, H. Yu

EXCUSED: N. Saito, V. Seaman

GUESTS: G. Burns, T. Krok, K. Tran

1. Announcements

None.

2. Intent to Raise Questions

None.

3. Approval of the Agenda

M/s/p to approve the agenda as amended.

4. Approval of the Minutes

M/s/p to approve the minutes of May 2, 2002.

5. Liaison Reports

J. Faust -- Executive Committee currently reviewing Faculty Policy Issues; in terms of AIRC, issues will be forwarded to the committee.

B. Krilowicz -- Baseline meeting scheduled for June 7.

6. ATS Update -- N. Kudo-Hombo

- Effective May 23, the ITCs will begin reporting to the ATS managers as follows:
Colleges of B&E and CCOE – C. Kaufman
College of NSS – A. Hernandez
Colleges of ECST and Library – C. Campbell
Colleges of HHS and A&L – N. Kudo-Hombo
- ATS is creating a commencement web page with a streaming video. V. Ukpolo will provide the URL;
- Projects: Active Directory, Tec Lite Rooms, and faculty workstations for new faculty starting in the summer and fall quarters.

7. Discussion of AIRC Charge

The suggested changes to the Charge were discussed. It was m/s/p to accept the changes and forward the Charge to the Executive Committee.

8. FITSC Update – G. Burns
 - Web CT has been renewed to October 2003, and FITSC continues to serve as the WebCT administrator.
 - WebCT orientation is being offered to faculty thru a WebCT course created for that purpose.
 - Curriculum Server performance is slow, but WebCT will be migrated to a new server over the break.
 - Faculty are still using Instructional 1, the MS Server for faculty instructional pages, and it is supported by FITSC.
 - Provost is looking into eCollege and other LMSs.
 - Systems decisions regarding LMSs are being discussed at the SWAT meetings. Information will be shared with the campuses.
 - FITSC continues with the faculty workshops: WebCT, PowerPoint, Instructional 1, Dreamweaver, and Flash.
 - Summer Faculty Institute is on hold.
 - FITSC director met with colleagues at Pomona to discuss ideas for streaming information sessions.
 - A Director for Center for Effective Teaching and Learning has been hired and will begin working on July 1.
 - The FITSC Equipment Loan program is very active. Faculty can borrow equipment as needed. Equipment includes 2 digital cameras, 3 laptops and 1 LCD projector.
 - The evaluation of technology on campus continues.
 - There has been discussion of reviving the Flashlight Project and TLT Group.

9. Tec Lite Demo – T. Krok and K. Tran

T. Krok and K. Tran previewed to the committee the new equipment ATS is considering putting the classrooms for faculty and students who are making PowerPoint presentations.

10. Adjournment

M/s/p to adjourn.

The minutes respectfully submitted by
Nancy Kudo-Hombo, Executive Secretary
IRM Fiscal Resource Manager