IT Committee Meeting Minutes
Date & Time: 3pm – 4pm, January 28

Agenda:
(1) Discuss and finalize the committee mission and objectives.
(2) Discuss what the committee should do for the university and college in the areas of information and technology in this year.

Discussion and resolutions:
(1) We discussed the IT committee mission, charge and objectives based on Megan’s input, and made some changes.
(2) We decided two semester objectives:
   • Give the recommendations to the Faculty Senator for ensuring of creation and maintenance of the Faculty Senate Webpage. The recommendations include a set of minimum functions in the webpage and a standard procedure for posting and updating the webpage; and
   • Build the relationship with the IT related units and committees in TSU. The first step is to invite the people from these units to our meetings.