

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.