

Minutes of Meeting
Technical Services Committee
November 11, 2000

Convened: 10:30 a.m.

Present: Johnnie Christenberry, David Zaizer (UITs, for David Donaldson), Julie Freeman, William Gronfein, Ain Haas, John McCormick, William Schneider (Associate Dean), Mike Scott (Director of Technical Services), Robert Sutton (Chair), Kim White-Mills, Jeffrey Wilson

- I. The minutes for the September 8, 2000 were unanimously approved.
- II. Bill Schneider introduced the student representative, Johnnie Christenberry.
- III. David Zaizer updated the committee on NU 103
 - A. In August faculty using the facility for film studies had requested the purchase of a better projector. UITs, after researching the quality of the projector, agreed that the projector meets the needs of the film studies classes and will purchase and install the projector.
 - B. Price quotes for installation are still coming in.
 - C. The room seats approximately 250 and will be available for classes and functions outside of the film studies classes.
 - D. The quality of the computer output is not as good as the standard projector
- IV. Mike Scott announced that technology demonstrations would be presented today in association with the Liberal Arts Faculty Meeting. All of the labs, including the newly renovated Geography Lab, will be opened during and after the meeting.
- V. Bill Schneider announced that Dean Saatkamp has approved the proposal for a Liberal Arts graduate Student Technology Fee (STF) effective Fall 2001. The fee has a three-tier system based on credits hours. After discussing the fee difference between graduates and undergraduates the committee recommends that the graduate STF be the same as the undergraduate STF.
- VI. Mike Scott announced that due to the repair of air handlers this summer, the Social Science Computer Classroom will be closed. Some Economics classes will have to be held in CA 231 .
- VII. (STF) Small Grant Application Process. The next version of the application form will specify where to mail the application (to be determined by Mike Scott and Bill Schneider at a later date). The applicant will receive an acknowledgment that the application has been received. The committee will decide on a date for the Spring application deadline at its next meeting. Electronic application will be encouraged.

VIII. The following decisions were made on applications received for STF Small Grants:

- A. Touponce: Equipment Upgrade for NU103 (Primary Film Classroom; see item III above.) Mike Scott explained the film class's need for a high quality DVD player in order to take advantage of the various information available on DVDs. The DVD player will be available for other classes and organizations. UITS will include DVDs in the future classroom upgrades, however film studies in NU 103 has a system separate from the main system and requires a separate DVD player.

The committee unanimously approved the application.

- B. Anton: Web-based Cultural Component for First-year Spanish Courses. This issue was discussed in the Dean's Staff Meeting and the Dean said this would be a departure from appropriate funding.

1. The Small Grants Application criteria for labor are meant for student labor. Current policies do not seem to allow STF funds to be used for faculty salaries. This needs to be clarified on the form.
2. After discussion it was not clear if STF funds can be used a) to provide faculty release time by covering part-time replacement salary; or b) to send faculty or staff to attend conferences to learn about technology. These questions were tabled for later discussion.

The committee denied the application. Bob Sutton and Bill Schneider will work on a response indicating other sources available for this request.

- C. Dwyer: Teaching Geography with United States Geological Survey Topographic Maps. The committee discussed what should be declared technology.

1. There was a concern that if SLA use of STF funds was audited the classification and purchase of maps as technology would be questioned and jeopardize subsequent STF funds for the school.
2. Even though many students may consider only computer labs as technology, there are different types of technology. The question is, does it all deserve money from this committee?

The application was approved by a majority.

IX. Regarding questions raised during the discussion of the grant applications, Bill Schneider explained the function of the committee:

- A. This is an advisory committee on Technological Services
- B. Duties consist of:

1. Advising the Dean on matters pertaining to Techological Services
2. Approving the SLA technology budget specifically for use of STF
3. Approving STF Small Grant Applications

X. Mike Maitzen request for equipment upgrade was tabled.

Minutes prepared by M. Simmons