

Technical Committee

To begin with, I would like to express my great thanks to Philip Goff for guiding the technical committee with a long-term vision, to Michael Scott and David Bivin for their support and help, and the other committee members for their contribution. In the past academic year, the technical committee convened twice to discuss a variety of technical-related topics, which bear great importance to the School of Liberal Arts. Between the two meetings, members used the technical listserv to exchange ideas on any emerging technical issues.

The first meeting was held on November 5th, 2010. During the first meeting, the committee addressed the following issues:

- Transition of labs to UITS. The committee acknowledged the problems that arose in the transitional phase and set an agenda to discuss potential solutions to those problems.
- The agreement for the transition with UTS. Philip Goff distributed the agreement to committee members. The agreement covers facility staffing, scheduling, fees, etc.
- Software in CA 436. When CA 436 is turned over to UITS, it will only have standard software (i.e., some current software may no longer be there). Special software can be requested yet there are certain restrictions (i.e. no Beta software, unlicensed software, or software which requires USB dongles). Some current software violates these restrictions and will not be supported. Plans should be made ahead of time with regards to what will and will not be supported.
- Personnel changes status report from Mike Scott.

The second meeting was held on March 25, 2011. During the second meeting, the committee addressed the following issues:

- Minutes for the first meeting were unanimously passed.
- Creation of a listserv to address various topics. The committee explored different possibilities for creating a venue for faculty members to express views. The discussion focused on how to create different groups, moderate the groups, notify faculty members of the groups, and how to maintain the listserv. One possibility is to create a school-wide listserv that people could opt out of. Different groups focusing on specific themes could be formed at a later date.
- Blueprint. Philip Goff presented the committee with a blueprint for the basement. He showed the committee about the locations of different labs (including the writing center), the general layout, equipment and furniture, and the exit door.
- BS 3001/3003. During the last semester, Philip Goff received an email from UTS asking him the possibility of moving courses from these two labs in the Fall, 2011. The committee asked the UTS representative about this issue. It is not clear at this moment.
- Laptop policies. Michael Scott mentioned that compared with desktops, laptops are more prone to damage. Policies need to be made on how to share the cost if a laptop needs to be repaired.