

Instructional Infrastructure Advisory Committee  
Meeting Minutes  
February 14, 2005

Start: 3:40 PM

Present: Scott Moore, Tim Peterson, Dan Mollner, Jonathan Smith (chair *pro tem*), Pat Francek, Michelle Koomen, and Mark Braun  
Absent: Dennis Henry (ill), Deborah Downs-Miers

Summarized January meeting. Minutes not available and postponed.

Discussed division representatives serving as liaisons between chairs, IT, and IIAC with regard to refining equipment requests. Principal tasks

- Prioritize needs
- Refine details
- Tim: Communicate big picture back to department

Mark Braun: Equipment requests ~ \$295,000; need to prioritize. 42 LCD requests. Also included:

- \$125K desktop, \$125K Classrooms, \$ 8K printers, \$17K LCD

Pat Francek: Classrooms are part of the mix, hope to complete 4 of 8 or 9 classrooms

- Pat distributed a list of classrooms and costs

Dan: Bruce Aarsvold should forward a list of standard prices and specifications

Motion: Scott Moore, 2<sup>nd</sup> Tim Peterson:

- Division representatives will meet with department chairs, consult with IT, and bring back this information on equipment requests to the committee for further discussion and prioritizing.

Timeline:

- March 14 meeting: bring back information
- Questions for Bruce Aarsvold: how much for Mattson Hall? Cost parameters?

Guidelines for setting computer equipment allocation priority

- Impact on students
- Impact on faculty productivity
- How to evaluate classroom technology
- Age of equipment (i.e. Mac OS10)
- Application/performance need

Pat: David Wicklund needs four classrooms, wants to know now which ones

- Committee: have to wait until prioritize
- Pat will communicate back to Wicklund

Pat: Faculty survey of classroom needs

- Email to committee, email comments to Pat
- Responses to survey by March 14

Adjourn: 4:40 PM

Minutes taken by chair *pro tem*