MINUTES
Information Systems & Technology Committee
May 22, 1997


Chair of Committee
Fred Massey nominated Bill Nelson to chair the committee. Scott Owen seconded, and the committee approved the nomination unanimously.

Committee Organization and Possible Subcommittee Structure
Group discussion pointed out the need for liaison with several other committees on IT-related matters. Until a suitable subcommittee structure is identified and established, it was recommended that the following persons serve the liaison functions indicated:

- **Budget** - Fred Massey
- **Research** - Robin Morris
- **Classroom Council** - Reid Christenberry
- **Teaching Learning and Technology Roundtable** - John Neel, Scott Owen, Reid Christenberry, Missy Cody, Bill Kinyon
- **Center for Teaching & Learning** - Bill Kinyon, Patrick Wiseman
- **Technology Fee Subcommittee** - Reid Christenberry

Scott Owen initiated discussion of the TLTR which served as a subcommittee of the predecessor ad hoc committee. Reid Christenberry agreed to provide a description of the TLTR's charge, membership, and basis for membership.

Meeting Dates
The committee agreed to meet on the fourth Thursday of each month (unless it falls on a holiday) at 3:00 p.m. In 1997, the dates are: June 26, July 24, August 28, September 25, October 23, November 20, December 18. In 1998, the dates are: January 22, February 24, March 26, April 21, May 28, and June 25. The meeting room will be 718GCB.

Planned Activities
The major task for the committee will be to develop the Action Plan for IT at Georgia State University. To aid in initiating this task, Reid Christenberry agreed to provide an extraction of the action items in the IT Strategic Plan. He also will provide an organizational chart for IS&T indicating unit heads, numbers of staff within the subunits, and names of the incumbents where possible. Advice from Fred Massey was that the plan, with clear prioritization, was needed by approximately mid-November for it to be effective in guiding budgetary decisions.

Technology Fees
Other units in the System have been successful in establishing technology fees. Such a fee is an important item in the IT Plan with both practical and policy-level aspects. As consideration of a technology fee now appears timely, Reid will solicit information from Bill Bridges about DeKalb College's approach to technology and student fees.