Minutes
Senate Information Systems and Technology Committee
October 29, 1998
3:00 p.m.

Present:
Evelyn Babey, Yezdi Bhada, Faye Borthick, Laura Burtle, Reid Christenberry, Missy Cody, Katalia Flint, Martin Fraser, Randy Jones, Mark Keil, Bill Nelson, Scott Owen, Detmar Straub, Shirley Tastad, Bill Waugh, Richard Welke, Patrick Wiseman

Absent:
Yezdi Bhada and Katalia Flint were welcomed as new members of the committee.

Minutes:
The September 24 minutes were approved as submitted.

Scott Owen reported that information regarding TLTS members and committees may be found at: . In their October 16 meeting, TLTS discussed the initial meeting with the Improvement of Instruction Committee (IIC) for the College of Arts and Sciences. Their three objectives for this meeting were to: 1) Get the entire faculty connected to the Internet and using e-mail, 2) Encourage faculty use of the Web for courses and, 3) Get more faculty using the new GSU Video Servers. At some point IS&T may be asked to provide workshops for training. Eventually, TLTS will form liaisons with all instructional improvement committees within colleges.

The Netshow server is operational, and graduate students are testing it to determine minimum file size and bandwidth required to achieve high quality video. A meeting to discuss policy procedures and passwords is scheduled November 13.

Harry Dangel created a Web page on the CTL site with pointers to GSU instructional resources: .

In discussing possible budgets cuts, TLTS wants to go on record as saying they are zealous advocates of keeping instructional technology or quality improvement funds as untouched as possible, as they are considered extremely important to GSU's future.

John Neel requested the lights that shine on the front projection screens in multimedia classrooms be re-wired to dim (rather than off and on) and to be independent of other lights in the rooms.

Technology and instructional groups will be subcommittees of the TLTS. Discussions within these subcommittees will be shared with the TLTS and forwarded to the Senate ISAT Committee for sharing with other groups, as appropriate.

Randy reported four focus group meetings are scheduled during November to discuss purchase of Microsoft Suite site license for Georgia State University. The Board of Regents has not negotiated a site license for Corel Suite for the past two years. Additionally, PeopleSoft implementation requires use of Word and Excel environments. Departments may continue to use Word Perfect, but will need to purchase upgrades. Future training on Word Perfect will be
based on demand and cost effectiveness. The focus groups will discuss support and deployment of Microsoft Suite and how they can assist in defusing concerns raised on campus.

**IS&T Action Planning Subcommittee**
Members of this committee are Bill Nelson, Reid Christenberry, Faye Borthick, Missy Cody, and Marty Fraser. This committee will meet November 5, preliminary to the November ISAT Committee meeting, to discuss action planning and new funding for FY2000. ISAT Committee will discuss these in its November and December meetings and will take action on these in January 1999.

**Microsoft Office Suite**
Mary Jane Casto is producing a communication piece for distribution regarding the Microsoft Office Suite site license that, among other things, will explain the distribution strategy and process and how to purchase CDRoms for Microsoft Office Suite.

**Technology Fee**
The ACIT Committee discussed the status of the technology fee in the recent Rock Eagle meeting. Georgia State University, University of Georgia and Valdosta State University have been through the process of requesting approval of a technology fee for their schools. This is the year of Technology at the Board of Regents, and a case was made by the ACIT members of the importance of considering such requests in the FY2000 budget cycle.

Meeting adjourned at 3:35 p.m. The next meeting is November 19, 3:00 p.m., in 718 General Classroom.