Present: Kareem Bishi, Missy Cody, James DeLisle, Bill Evans, Omar Hajsaleh, Patrick Wiseman.

Absent: Al Baumstark, Faye Borthick, Murray Brown, Laura Burtle, Reid Christenberry, Tim Crimmins, Kelly Davis, Bill Fritz, Charles Gilbreath, Marty Grace, James Jones, Al McWilliams, Valerie Miller, Bill Nelson, Scott Owen, Carla Relaford, Detmar Straub, Adila Syeda, Shirley Tastad, Ellen Taylor, Laura Taylor, Richard Welke

Also Present: Carolyn Gard

The primary reason for this meeting was to discuss the draft of the “Georgia State University proposal for the Use of FY 2002 Tech Fees). The form, Regents Technology Fee Guidelines, and sample letter to Deans were sent electronically to each member of the ISAT committee prior to the March 1 meeting for review.

Rather than sending a separate letter to the Deans Group, the group consensus was to add the call for proposals, background information, questions and assistance, and instructions to the front of the form. The members agreed the requests should be sent to the Deans for distribution and the Deans should provide signatures of approval and prioritization of requests before returning the forms.

Numbers 1-18 of the form were reviewed and several changes made. For an electronic copy of the revised draft form, please write Dolores Waters at Dolores@gsu.edu or call 1-3471.

Added to the draft was the “Relevance to Strategic Plans.” Concerns were raised about number 8, “Consequences of Partial Funding.” The concern: if this is included, people may raise the amount they are requesting in order to receive full funding. Committee members that had served on the student fee committee indicated this was not a problem last year. The consensus on re-wording was to exclude the 90 percent funded level and retain the 75 and 50 percent funded level. A link/e-mail for contact person will be added to numbers 15, 16, and 17. Carolyn Gard will prepare attachment 2, “Georgia State University Technology Fee FY 2002, Standard Windows/Intel Instructional Workstation.” After the discussion was drawn to a close, a motion was made and the committee agreed to the suggested changes. Bill Evans will rework the form document, incorporating the changes, and redistribute to the members.

Meeting adjourned at 5:30 p.m. Next regular meeting will be 3:00 p.m., March 15, 718 General Classroom.