

Information Technology Team Meeting

Date: 2/13/2012

Time: 2:00 PM

Location: EGF 301 TRF 545, AC13

Chair: Stacey Hron

Recorder: Holly Deschene

Next meeting date: 2/27/2012

Members Present: Scott Foss, Karleen Delorme, Stacey Hron, Matt S., Jason M., Holly Deschene, Don Smith, David Paul, David Olsen

Members not present: Jennifer Amiot

Agenda

1. Updates:

Team Minutes

2. Updates:
 - Budget request deadline Friday the 17th. Things that would not normally come out of IT funds. If you have suggestions, send them to Stacey.
 - Surveys – We need students and staff to complete them. Printing is costing Tech fee about 50,000.00/year. Please encourage students and Staff to complete the surveys.
 - IT position. It is a work in progress. Many applications and resumes received. HR will try to call applicants to see who really wants an interview to see if they can lessen the number to be reviewed by the committee.
 - Cabinets in Airport – probably a summer project – **Action Item:** Dave will look at it and get back to Stacey on what all needs to be done to get the ball rolling on this. *Everything needs to be labeled.
 - EGF room 129 was added as a video conference room. **Action Item:** Karleen will check to make sure it is listed in the scheduler. There have been some issues with certain HP laptops working with the projector in this room. Matt is working on this.
 - Deep Freeze –pre-login screen in windows. Holly and Dave are working on this.
 - IDVILLE – Don is working on this. There are still issues with the barcode for the library portion of card. **Action Item:** Scott will send out a request to MNSCU Computer listserv to see if other institutions are using this product and have been able to get it to integrate into ISRS.
 - ARC GIS – install is going well but slow. **Action Item:** Holly will email Matt the ESRI tech support number so that he can contact them to have them remote in and check to see if all is working correctly.

Adjourn: 2:35PM