

Infrastructure

Team Meeting

Date: January 18, 2005
Location: Web Cam

Time: 3:00 pm

Chair: Scott Foss

Recorder: Roger Peterson

Members Present: Scott Foss, Roger Peterson, Stacey Hron, Sue Olson, Don Campbell

Members Absent: Earl Fraser, Bob Gooden, Ranona Noyes, Don Fischer, Jeffery Thomas, Steve Alston

Guests: None

Team Minutes

Agenda item #1: Setting of meeting dates

Presenter:

Discussion: When should the monthly meetings be held.

Conclusions: It was decided to hold meetings on the third Thursday of the month at noon whenever possible.

Action items

Person responsible: **Deadline:**

- ✓ Put dates and times on the groupwise calendar
- ✓
- ✓
- ✓

Stacey Hron

Agenda item #2: Membership on the college wide technology committee

Presenter:

Discussion: After discussion it was decided to have 2 faculty members from this committee serve on the college wide committee. This is based on the college wide technology plan membership guidelines.

Conclusions: The selected faculty are Roger Peterson and Don Campbell

Action items

Person responsible: **Deadline:**

- ✓
- ✓
- ✓
- ✓

Agenda item #3: Action Plan

Presenter: Scott

Discussion: As a group the action was reviewed and revised to represent the direction of the infrastructure committee for the coming year.

Conclusions: This will be the working document for the committee to use when making infrastructure decisions during the next academic year.

Action items

Person responsible:

Deadline:

✓ Rewrite the Action Plan for distribution

Scott

By the next meeting

✓

✓

✓

Agenda item #4: Equipment needs

Presenter:

Discussion: Discussion on equipment needs for the coming year was addressed.

Conclusions: To be further discussed at the next meeting.

Action items

Person responsible:

Deadline:

✓ Scott and Stacey need to come up with a list of needs for the committee to act upon.

✓

✓

✓

Other Information

Roger will tour the EGF campus and take a look at the closets when time can be arranged with Scott.

Resources:

Special notes: