

Meeting: Technology Committee

Date: Wednesday October 15, 2014, 3:30 p.m. to 4:00 p.m.

Location: Cumberland Hall Room 304

Chairperson: [REDACTED]

Secretary: [REDACTED]

In Attendance: VP, Business & Finance, Resource Person
Director, Management Information Services, Resource Person
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Absent: Chairperson
Dean, Business Programs
VP, Academics & Student Services
[REDACTED]
[REDACTED]
[REDACTED]

1. First Order of Business - Elected new officers for the 2014-2015 academic year:

Chairperson - [REDACTED]

Vice Chairperson - [REDACTED]

Secretary - [REDACTED]

Assistant Secretary - [REDACTED]

Secretary will type election results on FTCC Form E-7 and submit to [REDACTED] in IEA Office for filing.

2. **Second Order of Business** - Members reviewed the Technology Charter. It was proposed to change the wording of paragraph d. to read “Approve minimum hardware/software requirements for campus computing equipment.”

It was also proposed to change the wording in paragraph l. to read “The Director of Management Information Services in collaboration with the Dean, Business Programs; VP, Academic & Student Services; and VP, Business & Finance will serve as the committee’s resource persons.”

Members accepted the proposed changes.

3. **Final Order of Business** -

- Members propose to meet in January 2015 to approve the Computer Minimum Hardware Purchasing Parameters requirements for the fiscal year
- Possible agenda item for January 2015 USB free campus
- Check with Microsoft representative about possible discounts for FTCC students purchasing Microsoft Office Suite **Action:** [REDACTED]

4. **Next Meeting** - TBA

Meeting Adjourned