Information Technology Committee
December 5, 2008, 1pm, Vance 105

Present: Jones, Mamed, Doan, Rudzinski, Brodeur, Sponder, Kara-Soteriou, Herman, Menoche, O’Neill
Ex-Officio Members Present: Altieri, Cernock, Iglesias

I. Call To Order
The meeting was called to order at 1:05 pm.

II. Approval of minutes of November 7, 2008 meeting
The Minutes were accepted as presented.

III. Announcements
Cernock announced the renaming of Information Technology Services to the Information Technology Department. As part of this realignment, Media Services and the Information Center will be under the umbrella of Academic Technology, headed by Scott Erardi. Shousan Wang will serve as Manager of the Media Technology Group, formerly Media Services. Lisa Washko will serve as Manager of the Instructional Technology Group, formerly the Information Center Group. Sherry Pesino will continue as the Instructional Technology Group, formerly the Information Center Group, reporting directly to Scott Erardi.

Cernock will send an email announcement to CCSU academic and administrative departments.

IV. Committee Reports - see item V

V. Old Business
• Report from the Senate / quorum discussion

Jones presented the revised charge at the Nov. 24, 2008 meeting of the Faculty Senate. The new charge was accepted; however, the proposed revision to the quorum rules met with mixed reviews (text: B. We would amend our quorum rules (II.6) to read: “A quorum at any regular or special meeting will consist of 50%+1 of the voting members present.”). The change allowing ex-officio members voting rights raised some concern since these members are not elected by the faculty. Additionally, it was observed that even with the emendation, the ITC might continue to experience difficulty satisfying the existing quorum rules. It was agreed that a solution should be proposed that fosters diversity of opinion and fair representation.

Altieri suggested the election of alternates as a solution as other committees have done. On the topic of electronic voting, Jones stated that this would be problematic since members who were not present at the meeting, and thus not privy to discussions held, would be eligible to vote.

Iglesias proposed a rule that if an elected member misses two consecutive meetings, the department would lose representation on the ITC. Menoche asked whether we should do away with the quorum requirement entirely.

Jones pointed out that the Senate prefers a more “stickish” approach to attendance at ITC meetings.
Jones proposed maintaining the 50% plus 1 rule but with the addition of a requirement of minimum representation for the various constituencies.

Jones will take the following revised quorum rule to the next Senate meeting:
*A quorum at any regular or special meeting will consist of 5 or more of elected members from named areas.*

VI. New Business

A) **ITC Representation on the IT Governance Committee.** The question of the second slot on the IT Governance Committee was discussed. Should this person be elected or appointed by the ITC Chair? Jones proposed adding this to the duties of the Vice Chair, but this would require a bylaws revision. Another option presented was to vote at the first ITC meeting in the fall, which would offer the advantage of a bigger pool of candidates. However, it was discovered that this option would not correspond with the schedule of IT Governance Committee meetings. Those in attendance strongly favored assigning the duties to the Vice Chair as proposed by Jones.

**Motion:** Make the Vice Chair of the ITC the second member of the IT Governance Committee. Entered by: Menoche, Seconded by Mamed.
*Motion passed.*

Jones will inform Kurkovsky of his new duties.

Cernock stated that he intends to ask IT Governance Committee members to have alternates in place. ITC will revisit this issue once the meeting schedule is available.

B) **Volunteers needed to serve on the Software and Multimedia Classroom Subcommittees.**
Doan Rudzinski, Brodeur, and Menoche volunteered to serve on the Multimedia Classroom Committee. Rudzinski, Menoche, O'Neill, and Kara-Soteriou agreed to serve on the Software Committee.

Jones will send out a call for volunteers over email.

The meeting was adjourned at 1:30 pm.

Respectfully submitted,
Debbie Herman
ITC Secretary