

MINUTES OF THE ACADEMIC INFORMATION TECHNOLOGY
CALIFORNIA STATE UNIVERSITY, FRESNO
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September 28, 2009

Members Present: O. Benavides (Chair), R. Amarasinghe, D. Nef,
K. Moffitt, P. Newell, S. Seepersad.

Members Absent: B. Auernheimer, M. Bach, M. Barakzai, R. Boes, J. Cagle,
L. Harding, D. Martin, E. Nelson, C. Won.

The meeting was called to order by Chair O. Benavides at 1:10 p.m. in the
Education Building room # 316.

1. Minutes. Unable to approve the Minutes of Sept. 14, 2009 due to lack of a quorum.
2. Agenda. Unable to approve the Agenda due to lack of a quorum.
3. Communications and Announcements.
 - a. P. Newell would like a change to be made to the minutes in that he requested the audit findings from R. Boes at the last meeting on 9/14/09.
 - b. P. Newell announced that the library will be adding SPSS to the rental laptops. Chair O. Benavides asked about how they will be maintained. P. Newell said that they will be thrown out if they are broken.
4. Open Lab Discussion.

K. Moffitt asked about 24-hour open labs. D. Nef said that 24-hour labs are no longer funded centrally. Need to include the following in the survey: who the lab is open to, who filled in the survey, type and number of machines, software available, special restrictions on use, days labs are open, is there a printer available, who is in charge of the lab? Chair O. Benavides said he will make the changes and ask for changes and for feedback and then present it to the Academic Information Technology Subcommittee (AIT). D. Nef suggested asking the council of associated deans.

P. Newell asked about the purpose of the survey. D. Nef answered that it is possible to cut funding for open labs.

Chair O. Benavides suggested adding D. Nef to the small committee.

P. Newell wanted to know if the survey should have questions about other instructional activities that are held in the lab. D. Nef said that the purpose of the survey is the need for and use of open computer labs.

5. (APM 206) Policies and Procedures on Technology-Mediated Courses and Programs.

Chair O. Benavides asked for some guidance about how to revise the document. D. Nef said that he will revise the document and send it around to a small committee of S. Seepersad and R. Amarasinghe. D. Nef will go through the document and pull out the policy items. P. Newell asked that if feedback could be given in writing before the meeting. Chair O. Benavides said that would be an action item and to raise it at the next meeting.

6. ATAC update – Chair O. Benavides.

No updates since they did not meet as yet.

7. Old Business.

None.

8. New Business.

K. Moffitt brought up the issue that GIS license will not be renewed at the university. It will impact her because she uses it in her classes. P. Newell asked the question about how STLT made the decision to cut the GIS license. There are a number of courses that use GIS and D. Nef said that he will ask Provost W. Covino and Associate Provost E. Junn about the procedure. Chair O. Benavides said to bring it up the next meeting to have an action item.

MSC to adjourn at 1:57 p.m.

The next scheduled meeting of the Academic Information Technology Subcommittee (AIT) will be on Monday, October 12, 2009 @ 1:00 p.m. in the Education Building #316.

Agenda.

1. Approval of the Minutes of 9/14/09.
2. Approval of the Agenda.
3. Communications and Announcements.
4. (APM 206) Interim Policies and Procedures on Technology Mediated Courses and Programs.