**WVNCC**

**Institutional Technologies Committee**

**Meeting Notes – May 1, 2012**

In Attendance: Pam Woods, David Hanes, Carol Cornforth, David Stoffel, Richard Pusz, John Harbourt

New Business:

* Informed the group where the idea for the student Oz system originated (again) and let them know we are in the process of getting this set up and that we are currently working with Mike from WVNET.
	+ Carol suggested that we allow interns to assist with some of these minor issues as they are doing in the tutoring center. David Hanes also suggested that blackboard may be a place where they could assist also.
	+ I said once we are further into the project we could look into the possibility.
* David Hanes informed the group that he has made a choice in Oz for office moves.
* I let everyone know what Argos is, that it will be taking the place of Hyperion soon…I didn’t give a definite date.

Old Business:

* I let the group know that you would be discussing both the software evaluation procedure and the internet usage policy with cabinet.
	+ Carol Cornforth asked if any additional changes had been made since last time. I told her I would ask you.
	+ Richard Pusz asked if faculty would get a chance to view this and I explained that because the intent is for this to become official, it will need to follow the rule procedure and as part of that procedure everyone will get to view and comment on it.
* I let the group know that the Business Office would now permanently emailing invoices to student beginning Fall 2012 in support of the paperless initiative.
	+ Carol stated there was a report that faculty fill out now that she would like to see move to electronic.

Open Discussion:

* Carol Cornforth and Dave Stoffel brought up the need for Blackboard training for faculty. They both stated that there are some technical issues/questions that are very situational such as the system freezing, or how to use the dashboard effectively.
	+ I stated I would mention this to Steve Lippiello and possibly look into that and that I would get back to them
* Richard Pusz commented that he would like to see all the podiums be the same equipment
* Next meeting to be scheduled upon the start of the Fall 2012 semester