ISTeC Executive Meeting
Minutes
Tuesday, January 30, 2007

Time: 2 to 3 p.m.
Location: Lory Student Center, 220
Attendees: H.J. Siegel, Pat Burns, Denis Dean, Jim Folkestad, Michael DeMiranda, Pete Seel, MaryAnn Stroub, DeeDee DeMiranda
Guest: Susan Latimer, Scott Rudolf (University Development)

1. Discussion of ISTeC Center in the new Computer Science Building (3rd floor)
   - Copies of the floor plan were distributed for members to look at.
   - ISTeC space would consist of work tables, chairs, whiteboards, copy supplies, and video conferencing.
   - Would also have offices for the ISTeC director and committee chairs, students and visitors
   - Would be open to students and visitors
   - Materials/furniture: could have industry donations
   - Pat will draft an email to send to UTFAB (to get on the agenda) and have it done within 1 month.
   - Need to draft an email to Toni Scofield for funding.

2. ISTeC budget and Deans involvement with ISTeC – Pat
   - Members reviewed H.J.’s draft of ISTeC programs and activities to present to Deans.
   - Pat started off discussion by stating that he believes that ISTeC should be focused on IT literacy and education. For the Library, we need RamCT modules, how to conduct a search.
   - Michael added that CAHS is currently conducting a survey of 400 students for IT literacy/fluency.
   - Has ISTeC been disconnected from the Deans?
   - Deans may not be aware of ISTeC activities as much as they should be.
   - At the beginning, Tony Frank attended our meetings; he then would communicate ISTeC affairs to the other Deans.
   - Essentially, we need to ask the Deans: What does ISTeC do that you value?
   - Currently, we are providing enrichment for faculty; also, the IAC supports ISTeC programs/activities.
   - Suggestions from Executive Committee: The draft paper for the ISTeC budget needs to be condensed into a shorter paper.
   - Zolon.com: we will discuss this at the next RAC meeting; should we invite Zolon reps to attend an RAC meeting? **

3. ISTeC booth – All
   - IS&T at CSU booth for Denver IT Summit: we will discuss at next Executive Committee meeting and have this topic on the next EAC and RAC agenda. **

** Action Items

Our next meeting is on Tuesday, 2/13/07, from 2 to 3 p.m.
Lory Student Center Room 220.