

Technology Committee Meeting
10/20/09 Meeting Minutes

Present: Steve Marini, Rafael Vicente, Bob Desilets, Louise Hamlin, Deb LaFlash, Edward Sanchez, Joan Perry, Ingrid Skadberg, Carol Bosworth, Josh Martin, Amy Beaudry, Maggie Crowell Murray, Jane Pickett, Ken Dwyer, and Denise Cross

Denise Cross was elected to serve as chair.

Ken presented the new format of the QCC Family email list. The list will now be moderated (by Ken and Josh) to prevent messages inappropriate to the purpose of the list and cut down on volume. There will be a sharepoint site where faculty and staff can post communications which will be emailed in digest form once a day by Ken and Josh. Replies will no longer forward to the list. This will take effect 10/21/09. It will be subject to adjustments as we use the new format.

Review of the WWW publishing policy has begun. The existing 2004 policy will be put into the governance policy template by Louise and Josh.

New Business:

Election of a secretary. The committee decided to handle minutes on a rotating basis. The person responsible for taking minutes will be selected at the start of each meeting. That person will email the minutes to Ken and Denise within 6 days for required posting.

Denise brought up the idea of exploring technologies to facilitate our instruction at a distance. Committee members should look at tools we have or would like to have and bring them to the committee for discussion.