

IRC Meeting Summary

Wednesday, November 16, 2011

Attendees: David Jaeger, Marcia Greene, Robert Vines, Neal Snyder, Angela Meyer, Charlie Weaver, Mario Bernardo, Elspeth McCulloch

1. The Nov 2, 2011 meeting summary was approved
2. Update 5-year Tech Plan
 - a. Section 1, 2, and 3 were reviewed and identified updates:
 - i. Completed tasks were identified
 - ii. Existing tasks will be updated
 - iii. Tasks no longer relevant will be removed
 - b. How to handle completed tasks was discussed. Suggestions included a) add a section at the back of the Tech Plan to hold a list of the completed tasks, b) add a new column to the Tech Plan task tables to identify when a task was completed, and c) record completed tasks in the IRC's end of year report and remove completed tasks from the Tech Plan.
3. Career Progression – No updates.
4. Benchmarking of IT Staff.
 - a. Charlie requested each department to update their benchmarking data by Dec. 1. Some data will be preliminary and Bob Vines agreed to update the data in the Spring when final data is available.
 - b. It was agreed that the update process will include adding new yearly Benchmarks at the end of the Fall term, and update any preliminary data in the Spring.
5. Document Imaging – Mary
 - a. Mary will have a draft of the white paper to the IRC for review on Nov. 28, 2011. The IRC provide comments by close of business on Nov 29 to have the white paper to the Provost on December 1, 2011.
6. Online Programs - Dave
 - a. Dave provided handouts from a March 2011 BOG meeting that contained cost assumptions associated with online courses. The assumptions will be used as a guideline for gathering costs associated with online courses at FGCU.
7. Next IRC Meeting will be held November 30, 2011 at 3:30pm AB5 309