IEC MEETING
MARCH 11, 2013
MINUTES

Present: Eileen Acker (Resource), Jim Arnold, Rebecca Beal, Paul da Silva, Andy Haber, Arthur Lutz, Carol Scialli (Resource), David Snyder (Chair)

Absent: David Erlenheim, Jon Gudmundsson, Ron Krempetz, Brian Quinn

Agenda
• Agenda approved.

Approve Minutes
• Minutes of May 7, 2012 meeting approved.

Announcements
• No announcements.

2011-2012 Recommended Requests
• List of items that were purchased distributed (total is $19,121.43). Thanks to Eileen for coordinating the purchasing process.
• 100 computers were purchased with IT’s E-Unisol pilot project (virtual computers). Computers were placed throughout new Math/Science/Nursing building and Austin labs. It was decided not to go virtual at this time.

IEC Process
• Committee is not reviewing software requests.
• A new request for a new computer would come through the IEC. Replacements should not come through the IEC. Computer Replacement Plan should address replacements.
• Technology Plan approved by Technology Committee, approved by PRAC, says computers will be replaced every seven years.
• Last year, Deans work with Chairs and Coordinators to prioritize their lists in their areas. They ranked their items 1, 2, 3, 4 etc. Those lists were presented separately; then committee’s job was to consolidate those into one long ranked list.
• Sent reasonable list to PRAC ($19,121.43 plus E-Unisol computers) were funded.
• Take lists and rank order items. Some items are essential because necessary for maintaining programs. Health and safety items are also top priority items.
• Folks are invited to attend the committee to advocate for their requests.
• Have 5 different areas present to us over next weeks with a rank ordered list. We want one list from each area with merged hardware and IE requests. We would like this accomplished by Spring Break. Invite folks by end of April to present to committee.
• Give list to PRAC in early May if possible.
• Basically, we will recreate process we had last year.
Comments

- Good idea to include faculty in this process. The committee does not have expertise to analyze some requests.
- When does faculty input piece go into effect?
  - Last year we sent a notice to Chairs asking if have any questions.
  - Maybe identify who actually submitted Program Review requests.
  - Maybe send rank ordered list then ask folks if they want to attend meeting to advocate.
- Suggestion that committee consider what folks have requested in the past because some may have received items via the Bond?

Review IE Requests

- Computer Replacement Plan (central management system) should handle computer requests.
- IE list: there are hardware items on IE list that should go on hardware list.
- In view of limited funds, would items labeled “B” in importance be considered?
  - Probably not. We will probably consider items ranked “A” only.
- Math request for $300 is a document camera.
- Clarification needed. Some blanks under “description” with no information provided.

Timeline & Steps for Making Recommendations to PRAC

- See above.

Wrap Up

- Carol will add Paul DaSilva back to contact list.
- Carol will inquire re: 305 conference room (MSN building) for future meetings.
- Send lists that were approved for funding 2011-2012 and year before to D. Snyder.
- David will review Tech Plan re: Computer Replacement and send e-mail re: status; how adjudicate requests coming through the IEC.
- David will ask folks to attend IEC to explain their requests.
- Next meeting is March 18.