IEC MEETING
MARCH 17, 2014
MINUTES

Present: Eileen Acker (Resource), Rebecca Beal, Patrick Ekoue-totou (Resource), Dianne Faw (Resource), Jon Gudmundsson, Andy Haber, Ron Krempetz, David Snyder (Chair)

Absent: David Erlenheim, Arthur Lutz, Joe Mueller, Ron Palmer

Agenda
• Agenda approved.

Approve Minutes
• Minutes of March 10 2014 meeting approved.

Announcements
• New IT Director, and new committee member, Patrick Ekoue-totou introduced himself and committee introduced themselves around the table.
• David said faculty member, Katrina Wagner, expressed interest in serving on committee and he referred her to academic senate.
• Presenters have been scheduled:
  o March 24, David Snyder for Arts & Humanities
  o March 31, Terry Gesulga for Nursing and Nanda Schorske for Workforce Development
  o April 7, Jim Arnold for Math & Sciences and Jonathan Eldridge for Student Services. Jonathan will attend but will have Matt Markovich present for Athletics & Kinesiology and Patrick Ekoue-totou for Instructional Technology.

IEC Process
• David reviewed the IEC process briefly as Patrick was not at the first meeting.

IEC Rubric and Criteria
• Committee will keep rubric in mind as we review items.
• Committee has two competing mandates: keep rank of items given by presenter, but also keep health and safety as priority.
• A = maintain program, B = Augment program.
• Other considerations include
  o How much have programs received in past?
  o How many students in program (is it small but expensive program like Nursing or Auto Tech)?
  o Has item been turned down previously and should that change ranking?
• Jon had simplified version of rubric:
  o Application: Is it going to be used?
  o Instruction: Is it effective for instruction?
  o Access: Will it bring in more students?
  o Outcomes: Will students learn better?
  o Assessment: What is the plan to see if it will do these things?
  o Evidence: Is request based on facts?

Review Hardware Requests
• Items that don’t fit guidelines were noted and will be moved into a separate list of supply requests.
• IT needs standards for equipment purchases, and to look at supporting the life cycle of product.
• In the absence of a set of standards, Patrick will give his recommendations. He wants to purchase professional based products, not consumer based.

Wrap Up
• David will check with Cari about Patrick’s role on the committee: whether he is a voting member as well as a resource as IT “expert,” or only as a resource.
• Jon will email question to David regarding camera request in MMST so David can notify Nanda and she can be prepared to answer
• Ron will email David regarding memory for Apple iPad Air and how it will be used so David can notify Nanda and she can be prepared to answer
• Eileen will contact David Erlenheim to ask whether Apple iPad Air and Panasonic projector replacement lamps (bulbs) qualify as Instructional Equipment
• Dianne will move Library requests to supply tab and add dates on documents for future meetings

Next Meeting/Agenda Topics
• Next meeting is March 24.
• Follow up on/review tasks agreed to during March 17 meeting (see Wrap Up, above)
• David Snyder will present Arts & Humanities requests.