# Faculty Senate Information Technology Committee

Meeting Agenda

March 26, 2009, 11:30 in Engineering Annex A 324

* Approval of Minutes
* Announcements and Brief Reports
  + Roy Matthew’s contribution: an analysis
  + Roy Matthew’s suggestion: a larger survey for reliable inferences
  + Focus Groups (Lisa)
* Identifying Key Issues (breakout in small groups)
  + Resources:

1. collated faculty-staff survey responses

2. faculty-staff focus group comments

3. collated student survey responses

4. student focus-group comments

5. raw student survey responses

- Procedure

each team identifies 5-10 issues, writes it on a post-it, and sticks it on the wall

* Prioritizing the Issues
  + within each group
  + for the whole committee
* Brainstorming about how to get action; deciding the tone and audience of the report
* The Draft Outline for the Report
* Division of Labor on the Report; tools (wiki or not)
* Other Business
* Next Meeting Time and Place (April 23, Thursday, 11:30?)