
INTEROFFICE MEMORANDUM

TO: PLANNING COMMITTEE MEMBERS
FROM: PENNY ROSE
SUBJECT: MEETING SUMMARY 10/3/03

The meeting was called to order by Dr. Jean Scott. Thirteen members: Bauer, DeWine, Freeman, Golden, Craig, Koester, Radford, Bryant, Vickers, O'Donnell, Stewart, Scott and Steinhagen were in attendance. One guest: Davis. Dr. Scott stated that all members should have received the minutes of the last meeting via e-mail. Any changes should be directed to Penny Rose. The Planning Committee will not be meeting the next two weeks. The next meeting will be on October 24, 2003.

Scott stated that the committee had been asked to review the Information Technology Strategic Plan for 2003-2006. It is a very important topic, components of which are included in the MC Strategic Plan. The meeting was then turned over to John Davis, Chief Information Officer.

Davis reported that he had put together a vision for the next three years for information technology at MC. The plan goes along with the remaining three years of the Title III Grant. The plan touches on all areas of the college, academic and administrative.

Discussion centered around the desirability of requiring laptops of incoming students, maintenance and upgrade of computer labs and/or laptops, the plan for maintaining progress in technology after Title III expires, alternatives to Web CT, and ways of financing ongoing technology needs.

Bryant distributed the fourth draft of the IT Strategic Plan for review, as well as Administrative Unit Evaluations for the Records Office, Financial Aid, Comprehensive Campaign and Annual Fund. He asked that each committee member read them and be prepared to discuss at the next meeting.