The Washburn Technology Strategic Plan Task Force convened in Mabee Library, Room 105 at 3:00 p.m. The following members were present: Lynn Bailey, Karen Camarda, Jeanne Catanzaro, Melodie Christal, John Christensen, John Cummings, Elliott Haugen, Carla Rasch, Kevin Halgren, Caley Onek, Tim Peterson, Azyz Sharafy, Rusty Taylor, and Brenda White. Alan Bearman sent word he would be unable to attend.

The Task Force reviewed the draft of Initiative II: Enhancing technology support for teaching, learning, and research. Discussion centered on the following recommendations:

a) IT Task Force document should discuss strategies and not be about how to solve the problems.

b) Should the following statement be written in each individual Initiative or just in the Summary?
   (Recommend the following initiatives be implemented and assessed)

   c) Acronyms should not be used within the document.

   d) The “on-line survey system” question will be discussed in Initiative IV.

   e) In the first paragraph, last sentence, add “innovative” before faculty use of technology…

   f) The use of strong wording (strongly recommend) needs to be discussed.

   g) Using “examples” to explain certain initiatives are good to use.

   h) Clarify through the Faculty Senate Intellectual Property Policy what is considered scholarly activities.

   i) Adequate funding is needed for most of the initiatives and working closely with Washburn University Foundation should be strongly emphasized in the summary.

Rusty Taylor will update Initiative II and post it on the listserv for further review.

It was agreed to skip Initiative III and come to the next meeting with suggestions and ideas to begin discussions on Initiative IV: Improve and streamline WU student services, operational processes, and
reporting. Melodie Christal agreed to chair the subcommittee. Lynn Bailey, John Cummings, Chris Leach, Carla Rasch, Caley Onek, Tim Peterson, Azyz Sharafy, Rusty Tayler, and Brenda White will meet and brainstorm. Elliott Haugen will ask Sue Jarchow to represent ISS. Melodie Christal asks that each sub-committee member e-mail her some talking points by Thursday (2/18). (melodie.christal@washburn.edu) A smaller group will be formed to draft a statement and report back to the task force in a few weeks. If possible, the draft should be distributed to the task force before the date it will be presented.

Caley Onek asked if anyone on the task force had minutes or notes from the Web Advisory meetings. Brenda White will submit these files on Angel under the Lessons Area in a folder titled, Web Advisory minutes/notes. She also added Sue Jarchow to the group listserv in support of Initiative 4 as Elliott Haugen suggested.

Meeting adjourned at 4:06 p.m.
Respectfully submitted
Ginger D. Webber, Administrative Secretary