

# AGENDA

## Muskegon Community College Technology Council

June 11, 2008

1:30 p.m. – 2:30 p.m.

Room L167-L169

Attendees: Voting: Scott O'Neal (Chair), Carol Briggs-Erickson (Vice-Chair), Tim Trainor, Becky Evans, Jeff Stipes, Sue Meeuwenberg, Maria Andersen, Phyllis Robey, Joe Doyle, Rosemary Zink, Kelley Conrad, Jean Roberts, Andrew Potts, Ken Visgar Non-voting: Julie Weller, Patricia Werly, Richard Doctor, Mike Alstrom, Jerry Voltura, Mindy Stevens (Recorder)

Please read: Last meeting minutes, attachments

Please bring: Last meeting minutes, current agenda, and any relative information

<b>I. Welcome and Introduction of Guests</b>	Scott O'Neal
<b>II. Review and Approve Agenda</b>	All
<b>III. Review and Approve Previous Meeting Minutes</b>	All
<b>IV. Council Membership Updates</b>	All
<b>V. Old business</b> Budget Request/Technology Request Forms	All
<b>VI. New business</b> Discussion of how IT decides the default settings for faculty/staff office computers, when upgrades are initiated and how we decide when to go to new versions of popular software packages.	
<b>VII. Sub-Committee and Informational Reports</b> Datatel overview Email Policy Blackboard Policy OIT monthly overview	Datatel sub-committee Email Policy sub-committee Blackboard policy sub-committee OIT representative
<b>VIII. Announcements</b> Open discussion	All
<b>Adjournment</b>	Scott O'Neal

**Additional Instructions:**

**None.**