The meeting was called to order at 2:10 p.m.

Members Present: Barger, Braley, Elias, Goode, Hawk, Harrison & Warren

MINUTES: Braley made a motion to approve the minutes from the 17 January 2002 meeting. Hawk seconded.

OLD BUSINESS:

1. Committee Mission – The members decided that there had been sufficient discussion of the committee mission at the last meeting.

2. Festival V Speakers – Harrison brought to discussion a potential speaker who looks at time-limited versus content-limited gradations that would involve commingling degrees and integration of degrees. Harrison would get the name of this speaker to the committee at his earliest convenience. Elias affirmatively expressed an interest in soliciting this person as a Festival V Speaker.

Harrison submitted to the committee the suggestion of expanding the committee’s look of soliciting proposals to generalization of ideas within the committee (seminars, consultations, and other forums for faculty development). Harrison next submitted for discussion to the committee problems with development. First, it was suggested that the committee needs to find a way to bring the audience to the speaker. It was suggested that the committee foster the creation of programs, but equally important, is to provide the audience for the program/speaker. It was suggested that personal solicitation within the individual departments might have potential.
NEW BUSINESS:

   a. Review proposal.
      i. Purchase of “Copyright Issues in Higher Education” by Georgia Harper, for every faculty member.
      ii. Expected Outcomes – handy reference for faculty as they prepare for class, for seminar presentations, for online coursework, or for publication.
      iii. Cost -- $15 per copy. 186 full time regular faculty, plus an additional 100 + adjunct faculty.
   b. Discussion of the proposal.
   c. Suggestions.
      i. Purchase one copy for every faculty member, both regular and adjunct.
      ii. Purchase only one copy for each department. (16 departments)
      iii. Purchase copies for each faculty member that requests a copy of said resource.
      iv. Purchase one copy for each regular faculty member and one for each department for loan to adjunct faculty members who request such information.
   d. Harrison expressed his belief that this proposal was overbroad and that not all faculty would access or utilize this resource.
   e. Braley moved that we purchase one copy for each regular faculty member and one for each department for loan to adjunct faculty members who request such information. Hawk seconded. Passes -- No dissenters.

   a. Review proposal.
      i. Purchase a digital camera and accessories for utilization in the Art Department for the documentation of student work.
      ii. Expected Outcomes – Quality results in documentation of student work, efficient warehousing of digital images, recruitment tool when used for online gallery of student work, and reduction of bulky assessment storage.
      iii. Cost – Approximately $1469.80 as proposed.
b. Brief narrative of basis and needs by Warren, including the fact that this fit the category of "needs revealed through assessment activity."

c. Warren abstains and removes himself from the committee's discussion.

d. Discussion of proposal.

e. Suggestions.
   i. Purchase as proposed.
   ii. Purchase as proposed with additional resources of a memory card and reader for each faculty member that will be using said camera. [4 faculty members will utilize.] Additional $549.65 necessary.

f. Goode moves to purchase as proposed with additional resources as mentioned in ii. Elias seconds her motion. Passes – No dissenters.

NEXT MEETING: March 14, 2002 at 2:00 p.m. in School of Business Room 100.

ADJOURNED: Adjournment at 3:05 p.m.