AISAC Draft MINUTES

RE: Academic Information Services Advisory Committee (AISAC) Meeting

DATE: October 21, 2011

MEMBER ATTENDANCE:

PRESENT: Molly Freier, Marsha Lucas, Nancy Maas, Kenneth Mullins, Judith Puncochar, Neil Russell, Maya Sen, Bao Truong, Darlene Walsh (ex officio)

ABSENT: Matthew Frank (excused)

GUESTS:

QUORUM: Yes (8 of 9)

CALL TO ORDER: 2:01 P.M. ADJOURNED: 2:55 P.M.

I. Call to Order
   a. Welcome
   b. Introductions

II. Approval of Agenda
   a. MOTION approved by Consensus

III. Approval of Minutes of January 21, 2011
   a. MOTION to approve minutes 1-21-11: Neil; seconded, Molly; Motion Carried

IV. Approval of Minutes of September 9, 2011, postponed

V. Report from the Chair
   a. Invited to tour the archives
   b. Discussed meeting dates and schedule for semester
   c. https://share.nmu.edu/moodle/

VI. New Business
   a. Academic has approved the AISAC Membership Roster for 2011-2012
   b. Presentation AIS: Darlene Walsh
      1. 2011 Update and Staffing Priorities (history, staffing, and reallocations)
         (1) PowerPoint presentation is on the EPC website
         (2) If units have a mission an AQIP assessment report should be generated.
   c. ETRPC Update: Darlene Walsh
      1. Small meetings, all departments can have a representative
      2. Meetings cover a variety of topics (e.g., EduCat testing issues)
      3. Question raised regarding overlap with AISAC (technology mode) and ETRPC
d. Molly mentioned the Library has an informal code of conduct

e. Update AISAC website (Sen volunteered)

f. Advisory capacity for software? Maya Sen

g. Define AISAC purpose (Sen)

h. Decide on a meeting time and schedule.

VII. Old Business

a. None

VIII. Informational Items

a. Share Drive access for AISAC documents obtained September 11, 2011
   https://share.nmu.edu/moodle

b. Chris Lewis is the Share Drive support person

c. Next AISAC meeting is November 11, 2011

IX. Good of the Order

X. Adjourn 3:00 P.M.