

## Council for Instructional Technology

April 6, 2016 Meeting

Present: Bree McEwan (Chairperson), Katharine Pawelko, Maddie Heinzer (SGA Representative), Victoria Baramidze, Abha Singh, Kanu Priya, & Rich Cangro

1:03 PM – Meeting began with a quorum of committee members present

### 1. New Business:

a. Bree McEwan began the meeting with a discussion of changes to the Council for Instructional Technology (CIT) Policies and Procedures.

b. Regarding the Recommendations for amendment to the Senate Bylaws, Bree McEwan briefed the committee on the recommendations for removal.

For example, “item g” CIT does not do that anymore.

“Item i” we do not do that anymore and have not for the past three (3) years.

Rich Cangro asked about whether we need to have this information placed online based on state requirements. (Should Faculty Senate know this and oversee it?) Bree commented that there is no process for it.

For “item h” Bree added the following: “, and appropriate university technology committee.”

Rich Cangro motioned to approve these items to the Faculty Senate and Maddie Heinzer seconded the motion. The CIT members approved this motion.

c. Bree McEwan asked if there were any changes to be made to the Policies and Procedures document. She explained the changes that she made to the document. CIT members suggested no further modifications or amendments. Abha Singh made the motion and Victoria Baramidze seconded the motion to accept the current version of the Policies and Procedures document and to send it to the Faculty Senate. The CIT members approved this motion.

d. Bree McEwan mentioned that in Fall 2016 the work of this committee will go to the Faculty Senate.

e. CIT Chairperson Election for FY 17

It was decided that we will do an email vote for this. Katharine Pawelko motioned to have George Mangalaraj on the slate for Chairperson and Rich Cangro as Vice-Chairperson.

## **2. Old Business:**

a. Bree McEwan asked if there were any changes to the March 2016 minutes? No changes or additions were suggested. The March 2016 minutes were approved.

## **3. Other Business:**

- a. Abha Singh commented about the Google Mail migration on campus and said that it was going smoothly. She added that she liked the format as well.
- b. Kanu Priya also indicated that the Google Mail migration was going well.
- c. Bree McEwan asked if there were any other announcements. Being that there were none, the meeting was adjourned at 1:23 PM.

Respectfully submitted,  
Katharine Pawelko  
CIT member