In Attendance:

- Julian Allen
- Trey Chiles
- Steve Harmon
- Bryan Sinclair
- John Bandy
- Priscilla Dodds *
- Julia Hilliard *
- Phil Ventimiglia
- Chara Bohan *
- Gennady Cymbalyuk
- Jonathan Lochamy *
- Lee Webster
- Michael Bradley *
- Solomon Fesseha
- Justin Lonsbury
- Elaine Bryan *
- Shiferaw Gurmu
- Dennis Rose
- *Participated via WebEx

**CALLED TO ORDER**

**APPROVAL OF MINUTES**

Motion was made and seconded to approve the minutes of January 21, 2016, as presented.

**IIT MONTHLY REPORT**

John Bandy, Deputy CIO for University Applications, announced that the first milestone in the integration of the GSU and GPC Banner systems is complete. This undertaking included merging students' campus IDs, card systems, new email accounts for GPC students, as well as new email accounts for GPC faculty and staff. Approximately 114,000 students can now register for classes. Over the next six months, there will be 20-30 applications that will be integrated; for example - core scheduling. So far, the Banner consolidation, which is the biggest component of the consolidation, has ran smoothly and proven successful. Phil Ventimiglia made comments on some of the minor problems some GP students may encounter, but they are fixable. John asked that if anyone experience any problems or issues with email, to please call the Help Desk. A lengthy discussion ensued as committee members posed questions.

**STF RE-ALLOCATION PROPOSAL - STUDENT INNOVATION FELLOWSHIP (TF20160030)**

Justin Lonsbury, from the Center of Instructional Innovation, asked the committee to approve its request to re-allocate Student Innovation Fellowship (SIF) funds as follows:
### Budget Line

<table>
<thead>
<tr>
<th>Budget Line</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Students</td>
<td>$14,000</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>250</td>
</tr>
<tr>
<td>Lump Sum</td>
<td>9,000</td>
</tr>
<tr>
<td>Travel &amp; Professional Development</td>
<td>5,280</td>
</tr>
<tr>
<td></td>
<td><strong>$28,530</strong></td>
</tr>
</tbody>
</table>

Justin explained that the SIF would like to use the $28,530 to purchase computers and other equipment necessary to establish the SIF program’s in the new Center for Instructional Innovation space. The plan is to purchase eight (8) 27” 5K iMacs, in order to do advanced data visualization and 4K video production. A lengthy discussion followed as committee members posed questions.

**Motion:** A motion was made and seconded to approve re-allocating $28,530 of the Student Innovation Fellowship funds to purchase eight (8) iMac computers. Motion passed unanimously.

### STF SWEEP FUNDS PROPOSAL – CLASSROOM IMPROVEMENTS (TF20160021)

Lee Webster, from Learning Environments, explained that classroom upgrades and improvements for Classroom South 226 was $30,286 under capital budget in fiscal year 2015. Since Facilities encumbered the full amount of the original estimate, they are returning $30,000 to the STF general funds. Lee is requesting that the $30,000 be re-allocated to the FY2016 Classroom Improvements project funds. This re-allocation will allow more classroom upgrades this fiscal year. Discussion ensued as members posed questions.

**Motion:** A motion was made and seconded to approve sweeping the unused funds of $30,286 from Classroom Improvements TF20150064 (FN00508115) to Classroom Improvements TF20160021. Motion passed unanimously.

### NEW BUSINESS

**Action Item:** Based on a question posed by a committee member, Dr. Harmon asked IIT to prepare a report on how software licenses are placed on the STF Institutional Mandates list.

### ADJOURNMENT

There being no further business, the meeting adjourned at 2:12 PM.

Respectfully submitted,

Joyce Carroll