ITAC Meeting
Oct. 2, 2008
Watson Library, 113A
3:30 PM

Present: Lillie F. Bell, Ginny Brosset, Tracy Brown, Roni Biscoe, Joe Campbell, Juanita Darby, Sheila Gentry, Rita Graves, Gail Kwak, Jennifer Long, Lauren Michel, Hedy Pinkerton, Rick Tarver, Darlene Williams

Recorder Helaine Razovsky called the meeting to order at 3:30. Rita Graves nominated Tracy Brown for Chair of ITAC; Gail Kwak seconded the nomination. The motion passed unanimously.

As the new chair, Mr. Brown asked for ideas and support from members of ITAC, who may e-mail him with any information or concerns. Rita Graves stated that ITAC needs to make sure the University is in compliance with EDP policy. Darlene Williams noted that Information Systems has been divided into three units—Academic Services, Technical Services, and Administrative Services—to clarify responsibilities. Academic Services is responsible for the public face of the university, including its presence on the Web; Technical Services handles network servers, user support, etc.; and Administrative Services is responsible for SCT-Banner.

Juanita Darby pointed out that to ensure a quorum ITAC needs to schedule its meetings at a time convenient to all members. This time being deemed convenient to all, the next meeting is scheduled for November 6, 2008, at 3:30.

Rita Graves moved to adjourn; Lillie Bell seconded the motion. The motion carried, and the meeting was adjourned at 3:45.

____________________________________  ___________________
ITAC Chair, Tracy Brown     Date

____________________________________  ___________________
Recorder, Helaine Razovsky     Date
To everyone: I’ve attached a copy of the minutes of Oct. 2 meeting; please respond with approval or amendments. Thanks. (And sorry about sending out an e-mail to everyone that was meant for only one member.)

Helaine Razovsky  
Professor of English  
Dept. of Language and Communication  
Northwestern State University  
Natchitoches, LA  71497  
razovsky@nsula.edu
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razovsky@nsula.edu
I approve.

Misti E. Adams  
Director, Student Financial Aid and Scholarships  
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From: Helaine Razovsky  
Sent: Wednesday, October 15, 2008 11:43 AM  
To: Billie Bitowski; Bourque, Cody; Campbell, Joe; Cecil Knotts; Daniels, Mark; Daphne Sampite; Gail Kwak; Hedy C. Pinkerton; Helaine Razovsky; Jennifer Long; Juanita Darby; Lillie Bell; Margot (Molly) S. Giering; Misti E. Adams; Rick Tarver; Rita Graves; Shelia Gentry; Stan Wright; Susan Pierce; Tracy Brown; Veronica Biscoe  
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razovsky@nsula.edu
I approve.

Cody Bourque

On Oct 15, 2008, at 11:42 AM, "Helaine Razovsky" <razovskv@nsula.edu> wrote:

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razovsky@nsula.edu
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Billie

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Approved.

Molly S. Giering  
One Card Coordinator  
Northwestern State University  
Room 152 - Student Union  
318.357.5131

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I approve the minutes.
Thank You
Shelia Gentry

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