

# MINUTES OF TECHNOLOGY WORKGROUP

A meeting of the Technology Workgroup was held on October 6, 2016, at 2:00 p.m. in 1631 McAfee. Members present: Josh Awalt, Ryan Gibson, Billy Hung, Ben Merry

## Meeting Times

Group agreed meetings will be held Monday and Thursday from 2-3.

## File Sharing

Josh Awalt will setup an office 365 group so the workgroup can share and collaborate.

## Approach and Deliverables

Workgroup will meet with eight internal groups that support technology efforts on campus. These groups include: ITS, CATS, Housing, WEIU, Library, Health Services, Disability Services, and Instructional Support Specialist and Technology Support Specialist. These meetings will be held October 13<sup>th</sup>.

Workgroup will ask for feedback from faculty, staff, and students through web form. This web form will go out October 12<sup>th</sup> and will close October 19<sup>th</sup>.

Peer and Aspirational Institutions will be analyzed for an external analysis.