



**Brock University Senate**

MINUTES OF MEETING #1 (2010-11)

**SENATE INFORMATION TECHNOLOGY AND  
INFRASTRUCTURE COMMITTEE**

WEDNESDAY, SEPTEMBER 29, 2010, 3:30 PM

13<sup>TH</sup> FLOOR BOARD ROOM, SCHMON TOWER

**PRESENT:** Professor David Vivian (Chair), Dean Fiona Blaikie, Professor Marilyn Cottrell, Professor Babak Farzad, Professor Kelly Lockwood, Interim Dean Joanne MacLean, Professor Dan Malleck, Mr. Sebastian Prins, Professor Felipe Ruan, Mr. Denis Ursov

Dr. Jack Miller, Mr. Steven Pillar, Mr. Tom Saint-Ivany, Ms. Joanne Smith, Mr. Scott Walker, Margaret Thompson (Administrative Support)

**REGRETS:** Professor Alexandre Amprimoz, Professor Donald Brown, Professor Tony DiPetta, Dr. Murray Knuttila, Professor James Mandigo, Ms. Betty-Lou Souter, Dr. Philip Wright, Ms. Helen Young

**1. Welcome and Introductions**

Professor Vivian welcomed members and called the meeting to order. Noting that the agenda had been previously circulated, he confirmed with members that there were no additional items to be discussed. Self-introductions were made.

**2. Review of Terms of Reference**

[The Terms of Reference for the Committee had been posted with the meeting materials.]

The Chair provided a brief overview of the Terms of Reference for the Information Technology and Infrastructure Committee.

**3. 2009-10 Annual Report**

[The 2009-10 Annual Report of the Information Technology and Infrastructure Committee to Senate had been posted with the meeting materials.]

The Chair referred members to the 2009-10 Annual Report to Senate and highlighted the issues that had been addressed by the Committee and the ongoing issues to be considered this year as documented in the Report.

**4. Approval of Previous Minutes**

[The minutes of Meeting #5 (2009-10) held on April 1, 2010 had been distributed electronically with the meeting materials.]

**MOVED** (Lockwood/Malleck)

**THAT the minutes of Meeting #5 held on April 1, 2010 be approved.**

**CARRIED**

**5. Business Arising from the Minutes**

With respect to the provision of drinking water sources in the workplace, Mr. Saint-Ivany provided a brief update on the installation of new fountains with bottle filling stations which will help to minimize disposable plastic bottle waste.

In response to a question, Mr. Saint-Ivany noted that with respect to accessibility planning, the University continues to implement approaches to prevent and remove physical barriers. Ms. Smith provided a brief overview of the changes made within the Faculty of Education to meet accessibility standards.

**6. Report of the Chair**

[The Report of the Chair dated September 29, 2010 had been distributed electronically to members prior to the meeting.]

Professor Vivian reviewed his written Report with members. With respect to the vacancy on the sub-committee established last year to examine current policy and practices related to the acquisition of academic computing, Professor Kelly Lockwood agreed to serve, along with continuing sub-committee members Mr. Sebastian Prins, Dr. Philip Wright and Professor David Vivian. Mr. Prins indicated that much work had been completed. A Report would be provided to the full Committee at a future meeting.

As noted in the Report, Professor Vivian proposed, and members concurred, that the next meeting of the Committee scheduled for October 27 focus on the review of the draft Brock University Strategic Plan. Ms. Thompson would electronically forward the draft plan to members following the meeting. Members were requested to provide written comments to Ms. Thompson prior to October 20 so that the comments may be compiled into one document. Professor Vivian would confirm the availability of Dr. Knuttila to attend the meeting on October 27.

**7. Reports from Facilities Management**

**7.1 Major Capital Projects Update**

[The following Project Status Update Reports had been posted with the meeting materials: Norman Road (International Centre), Thistle Courtyard/Marketplace, Niagara Health and Bioscience Research Complex and the Marilyn I. Walker School of Fine and Performing Arts/Downtown Arts Centre. ]

Mr. Walker reviewed each of the Major Projects Status Update Reports for the information of the Committee. During discussion, Mr. Walker and Mr. Saint-Ivany responded to all questions from members.

**7.2 Welch Hall – Post Occupancy Evaluation**

[An Information Item *TOPIC: Post Occupancy Evaluation (POE) Addition to Welch Hall* was circulated to members at the outset of the meeting.]

Mr. Walker presented the Report regarding the Post Occupancy Evaluation for the addition of Welch Hall for the information of the Committee.

During discussion, Mr. Walker welcomed the Committee to provide feedback to him regarding who should be included in the group to complete the web-based post occupancy evaluation for the Courtyard/Marketplace project when it is distributed late this year or early next year.

**8. Other Business - None**

**9. Adjournment**

The meeting adjourned at 4:25 p.m.