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Brock University Senate

MINUTES OF MEETING #4 (2010-11)

SENATE INFORMATION TECHNOLOGY AND

INFRASTRUCTURE COMMITTEE

WEDNESDAY, JANUARY 26, 2011, 3:30 PM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor David Vivian (Chair), Dean Fiona Blaikie, Professor Marilyn Cottrell, Interim Dean Joanne MacLean, Professor Dan Malleck, Mr. Sebastian Prins, Mr. Andrew Skelton

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

GUEST: Ms. Barb Davis, Registrar

REGRETS: Professor Alexandre Amprimoz, Professor Donald Brown, Professor Tony DiPetta, Professor Babak Farzad, Dr. Murray Knuttila, Professor Kelly Lockwood, Professor James Mandigo, Professor Felipe Ruan, Ms. Betty-Lou Souter, Ms. Helen Young

Professor Vivian welcomed members and Ms. Davis to the meeting. He introduced Mr. Andrew Skelton, newly appointed Graduate Student Senator and member of the Information Technology and Infrastructure Committee.

1. External Review of Academic Timetabling and Scheduling Process

[The *External Review of the Brock University Academic Timetabling and Scheduling Process* dated July/August 2010 had been distributed with the meeting materials.]

Ms. Davis had been invited by the Chair to attend the meeting to provide the Committee with an overview of the external review undertaken regarding the academic timetabling and scheduling process at Brock.

The Registrar reviewed the recommendations as detailed in the External Review and the initiatives underway to address the recommendations to further meet the needs of the University. During discussion, Ms. Davis addressed questions and received feedback from members.

2. Approval of Previous Minutes

The minutes of meeting #2 held on October 27, 2010 and meeting #3 held on December 1, 2010 had been posted with the meeting materials.

MOVED (Blaikie/Cottrell)

THAT the minutes of the meetings of the Information Technology and Infrastructure Committee held on October 27, 2010 and December 1, 2010 be approved.

In response to a suggestion, the wording of acronyms would be included in future minutes, and the wording of the acronym AODA (Accessibility for Ontarians with Disabilities Act) would be added to the minutes of December 1, 2010.

CARRIED

3. Business Arising from the Minutes - None

4. Report of the Chair - None

5. Review of the Committee's Current Composition

[The Composition of the Committee as outlined in FHB II: 9.7.2 had been distributed with the meeting materials.]

The Committee reviewed its current composition as outlined in FHB II: 9.7.2. It was questioned if it would be prudent for the position of the Executive Director, Information Technology Services, which currently serves as a resource to the Committee, be changed to an ex-officio voting member of the Committee as the position is an ex-officio voting member of Senate. The implications of adding an additional ex-officio member to the Committee was discussed.

Following discussion, it was suggested, and concurred, that the Governance Committee of Senate be requested to examine the current composition of the Information Technology and Infrastructure Committee. Further, the Governance Committee would be requested to review the function of the Committee as outlined in Faculty Handbook III: 16.2 regarding the oversight of Library services.

6. Standing Reports

6.1 Facilities Management

Mr. Walker provided the Committee with an oral update construction status report regarding the Cairns Family Health and Bioscience Research Complex and the Marilyn I. Walker School of Fine and Performing Arts, during which he addressed questions from members.

Dean Blaikie and Mr. Walker were pleased to note that Brock's Welch Hall would be receiving a 2010 Niagara Community Design Award for best Urban Design and Architecture during an Awards Ceremony to be held this evening.

6.2 Information Technology Services

By way of an overhead presentation, Dr. Wright provided information regarding the Schedule 8 / Information Technology Project Process. He was pleased to note the formation of a new high-level Information Steering Committee, and that the Chair of the Information Technology and Infrastructure Committee was included in the Committee's composition. It was suggested to Dr. Wright that a student representative be added to the composition of the Steering Committee.

7. Other Business

In response to a question, it was noted that further discussion regarding a concern presented at the previous meeting related to the use of clickers in the classroom would be required at a future meeting and after the matter had been examined by the Centre for Teaching, Learning and Educational Technologies.

8. Adjournment

The meeting adjourned at 4:20 p.m.