

Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.
Statutory committees are required to maintain formal minutes.
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: **CIT**

Chairperson/Responsible Contact: **LS/EH**

Purpose of Meeting: *Tech. Requests; Faculty/program/dept. successes;
course redesign projects; More efficiency in courses;
Professional organizations in IT programs;*

Date: **01/15/2020** Time: **10:00- 12:00** Location: **Conference Room**

Departments/Groups/Agencies Represented: JS, DK, TH, SM, SD, EH, HF

Primary Outcomes: SD reminded tech. requests; He is purchasing a 50" tv/display
with mobile stand for GaETC and other conferences; faculty/program and
departmental successes that occurred in 2019; Course redesigns: ideally
should be finished by August. we discussed the professional organizations
that we are or should be advocating with IT programs.

Actionable Items/Planned Follow-up: changes on website, Steve will arrange a meeting
for a week after MLK, so if you have any suggestion, please send to either
SD or LS; Think about successes and sent to SD: # of publications
and # of presentations.