

# Faculty Senate Technology Committee Minutes

Thursday, 9/27  
3.40pm-5:40 pm, GL835.

## MEMBERS:

SCHOOL/COLLEGE	MEMBER
Architecture & the Arts	Malik Benjamin
Arts & Sciences	Hassan Zahedi
Business Admin.	<del>Gerard Klonarides</del>
Education	Gwyn Senokossoff
Engineering	Faisal Kaleem
Hospitality	<del>Joseph Cilli</del>
Journalism	<del>Elizabeth Marsh</del>
Law	Hannibal Travis
Library	<del>Marissa Ball</del>
Medicine	Ferdinand Gomez
Nursing & Health Sciences	<del>Steve Bernstein</del>
Public Health	Vijaya Narayanan
Chief Information Officer	<del>Robert Grillo, Ex-Officio</del>
Dir. Media & Tech. Support	<del>Debra Sheridan</del>

meeting started, 3.41pm

1. Approval of the Agenda
  - a. No objections to agenda
2. Introduction of New Members & Welcome
3. Responsibilities of the FSTC
  - a. The committee discussed Bylaws goals and history of the FSTC.
4. Election of Officers for 2012-2013
  - a. Committee voted 6-0 to elect Hassan Zahedi as Chair, subject to being revisited if Marissa Ball objects because she was not present.

- b. Hannibal Travis mentioned as possible Secretary.

## **5. Discussion & Approval of FSTC Meeting Dates, 2011-2012**

- a. Committee voted 7-0 on following dates

- i. Oct. 18
- ii. Nov. 25 (if needed)
- iii. Dec. 13
- iv. Jan. 17
- v. Feb. 21
- vi. Mar. 21
- vii. Apr. 18

## **6. UTS Report**

- a. N/A

## **7. Old Business**

- a. N/A

## **8. New Business**

- a. Circulating mission of FSTC
- b. Inquiring into renewal of committee membership rule of Faculty Senate
- c. Investigating state of e-classroom deployment, privacy policies,

FLORIDA INTERNATIONAL UNIVERSITY  
FACULTY SENATE STANDING COMMITTEE  
**TECHNOLOGY COMMITTEE BY-LAWS**

**Article I. Membership**

- A. This committee shall consist of at least one faculty representative from each unit who shall be elected by the members of their respective unit.
- B. The Chair of the Faculty Senate may also appoint Senators to the committee in accordance with Article V(F), provided that a majority of the committee's membership is elected directly by the units.
- C. The Chief Information Officer or his/her designee shall be an ex-officio member.
- D. The term of membership shall be two years with terms of membership staggered so that one-half of the membership is renewed each year.
- E. All committee members shall begin their term of office effective August 1st of the year in which they were elected to office.
- F. The committee shall elect a Chair at its first meeting in the Fall term.

**Article II. Duties and Responsibilities**

- A. To recommend policies and procedures that promote the needs and interests of the faculty with respect to technology;
- B. To advise the administration on faculty interests in developing information technology to enhance the campus environment for teaching, learning, research, other scholarly activities and service;
- C. To encourage the use of information technology resources to enhance teaching and research, and to recommend appropriate methods for the professional development of faculty and staff such as seminars and workshops;
- D. To act as liaison between the Senate and the Chief Information Officer and staff;
- E. And to perform other related duties as directed by the Senate or the Senate Chair.

**Article III. Voting**

- A. Each committee member shall have one vote in the proceedings of the committee. Only duly elected members shall be eligible to vote.
- B. A simple majority of the membership shall constitute a quorum. For purposes of calculating a quorum the size of the body shall exclude unfilled vacancies. At no time, however, shall a quorum fall below one third of the total membership including unfilled vacancies.

**Article IV. Meetings**

- A. A meeting schedule shall be developed by the committee at its initial meeting during each Semester. This schedule shall be provided to the Secretary of the Senate. Special meetings of the committee may be called provided all members are notified at least 48 hours in advance and notice of such meeting is provided to the Chair and Secretary of the Senate.
- B. An agenda shall be distributed at least three working days in advance of any regular meeting.
- C. The Secretary shall compile a list of all members present at each meeting and classify them by unit and publish this list at the beginning of the minutes of the meeting.
- D. The committee shall keep a written record of its meeting minutes on file in the Faculty Senate office.
- E. Any member of the committee who fails to attend two consecutive regularly-scheduled meetings of the committee shall be considered to have resigned and the Chair of the Faculty Senate shall instruct the Steering Committee member of the appropriate unit to initiate the process to replace the resigning member.
- F. The committee Chairs shall submit a written annual report to the Chair of the Senate.

- G. All proposed action items from the committees should be referred to the Chair for placement on the Senate meeting agenda.