College of Engineering Information Technology Committee  
AY 2013-2014

Members		Term Expiring
Mona Garvin (Chair)	May 2015
George Constantinescu	May 2014
Michael Mackey	May 2016
Doug Eltoft, ex Officio nonvoting

General Charge

The Information Technology Committee shall be responsible for reviewing and evaluating policies governing hardware, software, and computing services within the college, and for making appropriate recommendations regarding computer resources to the dean and the faculty.

Specific Charges

1. Meet with the DEO of each Department to get their input on issues involving the deployment and use of information technologies and services to support the teaching and research missions of the college. Where appropriate, arrange to attend departmental faculty meetings to facilitate broader discussion with the faculty. Report the results of these meetings and discussions back to the EFC.

2. Work with College of Engineering Teaching Committee to investigate the use of “spillover classrooms” in the Seamans Centers to allow class sections greater than 70 students.

3. Work with Engineering Computer Services to investigate social media and other related tools for graduate student recruiting. This would include identifying and/or developing software to assist in processing graduate student applications and web-based and social media approaches to advertise our graduate programs.

4. Meet with the DEO of each Department to determine how graduate applications are being handled and processed. Work with Engineering Computer Services to determine if the processing of graduate applications for all departments can be simplified/unified by new software or related technology.

5. Monitor the process for entering student EFA selections into the computer system. Is it being handled in a timely manner?
