

NOTE VENUE & TIME

FACULTY OF COMMERCE

IT COMMITTEE

<http://www.its.utas.edu.au/dms/comm-SLA/>

A meeting of the IT Committee of the Faculty of Commerce will be held in Room 507 (with telephone link to Launceston), Commerce and Economics building, **Hobart** on **Tuesday 10 December 2002 at 15.00 hrs.**

Jon D Kendall
Chair, Faculty IT Committee
Faculty of Commerce

AGENDA

1.0 PRELIMINARY MATTERS (15 MINUTES)

1.1 APOLOGIES

1.2 WELCOME

1.3 MINUTES

Approval of minutes of 19 November 2002 (to be circulated by Tuesday morning)

1.4 REPORT OF THE CHAIR

Issues from previous meeting

- 1.4.1 IS Tutorial booking system – pilot meeting update

Ongoing developments

1.5 REPORT OF ITS (MICHAEL BONSEY)

Ongoing developments within the Faculty of Commerce

- Student & Staff survey--status (update)
- Multimedia peripherals for the Faculty (status)
- Lease machine installation progress
- Server and p & n drive issues (slowness in Launceston)
- Structural cabling deployment for the Hobart Commerce building

1.6 REPORT OF ITS (ADRIAN DILLON)

Ongoing developments University wide.

- Copyright compliance and Digital Copyright Management System
(*Masterfile*)

2.0 FACULTY CONTENT MANAGEMENT SYSTEM (5 MINUTES)

2.1 UPDATE BY TRACY KOSTIUK

3.0 OTHER ISSUES ARISING FROM THE SLA IMPLEMENTATION (10 MINUTES)

3.1

4.0 PREPARATION OF SLA ANNUAL REPORT (EMAIL TO BE SENT BY TUESDAY MORNING) (20 MINUTES)

5.0 OTHER BUSINESS (X MINUTES)