

NOTE VENUE & TIME

FACULTY OF COMMERCE

IT COMMITTEE

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 25 June 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

First meeting

1.4 REPORT OF THE CHAIR

Current issues

1.5 REPORT OF ITS (JACK POTTER)

Ongoing developments within the Faculty of Commerce (lease machine installation progress. Server issues)

1.6 REPORT OF ITS (ADRIAN DILLON/ALISTAIR ROBERTS)

Ongoing developments University wide.

2.0 FACULTY CONTENT MANAGEMENT SYSTEM (25 MINUTES)

2.1 REPORT BY TRACY KOSTIUK

3.0 FEASIBILITY OF USING THE TUTORIAL BOOKING SYSTEM OF THE SCHOOL OF INFORMATION SYSTEMS FOR OTHER SCHOOLS WITHIN THE FACULTY: STATUS

4.0 FEASIBILITY OF CREATING A MULTIMEDIA ROOM FOR STAFF

5.0 ISSUES ARISING FROM THE SLA IMPLEMENTATION (10 MINUTES)

5.1 HELPDESK RESPONSE TIME AND RELATED ISSUES: STATUS

Also see 6.0 below

5.2 METHODS FOR OBTAINING FEEDBACK FROM STUDENTS AND STAFF: STATUS

5.3 SLA WEBSITE MAINTANENCE: STATUS

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

6.0 OTHER BUSINESS

6.1 ITEMS FROM ACCOUNTING/FINANCE (K GIBSON, HEAD)

6.1.1 SOFTWARE/HARDWARE/MULTIMEDIA STREAMING

See Appendix 1

6.2 ITEMS FROM MANAGEMENT (K LEHMAN/M WOODS/ P DIXON)

6.2.1 SOFTWARE ACQUISITION/WORK ORDERS

See Appendix 2