

**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 17 September 2002 at 15.10 hrs.**

Jon D Kendall  
Chair, Faculty IT Committee  
Faculty of Commerce

**AGENDA**

**1.0 PRELIMINARY MATTERS (20 MINUTES)**

**1.1 APOLOGIES**

**1.2 WELCOME**

**1.3 MINUTES**

First meeting

**1.4 REPORT OF THE CHAIR**

Issues from previous meeting

- 1.4.1 IS Tutorial booking system – pilot meeting update (Attachment to be circulated at meeting)
- 1.4.1 Student representatives: student feedback slide (update)
- 1.4.1 SLA Website Maintenance: Status
  - <http://www.its.utas.edu.au/dms/comm-SLA/>
- 1.4.1 Copyright compliance and content management system (update by A Dillon)

**1.5 REPORT OF ITS (JACK POTTER)**

Issues from previous meeting

- 1.5.1 Student focus groups--status (update)
- 1.5.3 Multimedia streaming—status (update)

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

**1.6 REPORT OF ITS (ADRIAN DILLON/ALISTAIR ROBERTS)**

Issues from previous meeting

Ongoing developments University wide.

**2.0 FACULTY CONTENT MANAGEMENT SYSTEM (5 MINUTES)**

**2.1 UPDATE BY TRACY KOSTIUK**

**3.0 ISSUES ARISING FROM THE SLA IMPLEMENTATION (15 MINUTES)**

**3.1 LAB PRINTING ISSUES**

**3.2 HELPDESK RESPONSE TIME AND RELATED ISSUES: STATUS ON STATISTICS RETRIEVAL**

**4.0 OTHER BUSINESS (10 MINUTES)**