

# **AITS**

## **Meeting Agenda**

10/2/08

1:30pm

Type of Meeting: Direct Reports / Managers Meeting

- I. Call to order
- II. Roll call
- III. Review/Approval of minutes from last meeting
- IV. Open issues
  - a) Moving B16 over to SB4
  - b) Bomgar – remote desktop support
  - c) Tech Center Grand Opening Oct. 16 3:30pm – 5pm
    - Invitations went out
    - Appreciation Certificates – decided not to do them
    - On Hand Demonstrations – are we all set?
  - d) Procedures for announcing guests
    - Any feed back or updates
- V. New business
  - Signs for Open house
    - Information Technology Help Desk
    - Academic Information Technology Services
    - Technology Instruction Program
    - Digital Editing
    - Presentation rehearsal
    - Teaching, Learning Technology Center
  - Preparing the Presentation Rehearsal room
  - Tidy up your areas – Specifically the public ones
  - Green Computing from AITS
  - Division Mission Review
  - Migration to Vista?
  - AITS Goals – Coming soon
- VI. Issues and Concerns