
1. Minutes of the November 24th meeting were approved.
2. D. Massano presented an update of CITS activities. She said that she will forward the outline of her presentation to the committee.
   a. There was discussion of the UMass system’s plan to create a virtual computer lab, which will enable UMassD users to “check out” UMassD licensed software as needed. It was noted that this virtual computer lab could potentially help remedy the issue of software scarcity, which the CUC has previously investigated. Cost savings and anytime, anywhere access to a broader range of software were also mentioned as potential benefits.
   b. D. Massano informed the committee that CITS will be conducting IT planning and will solicit faculty input.
   c. A. Hausknecht expressed concern about assessing students in the online environment. He discussed academic integrity issues and solicited suggestions. D. Massano offered to following up with the Instructional Development Team.
   d. A. Hausknecht noted that whiteboards are inadequately mounted in several classrooms.
3. The committee discussed the possibility of implementing a laptop requirement
   a. Issues discussed included the following:
      i. Inadequate computer lab space
      ii. Software availability
      iii. Financial impact of a laptop requirement on students
      iv. Differing needs among colleges and among departments within the same college
      v. Inadequate physical infrastructure for supporting laptops in the classroom (e.g., power outlets, desk space, etc).
   b. D. Massano and P. Dias discussed CITS’s involvement in exploring a laptop requirement for CCB students. P. Dias stated the initiative “ petered out.”
   c. D. Massano will provide the CUC with CITS’s documentation pertaining to the initiative.
   d. P. Dias will provide the committee with the percent of incoming students who report that they own laptops.
4. The committee discussed the identification and recommendation of open source software for CITS support.
   a. A. Hausknecht shared a list of ten open source software packages that he recommends the committee consider.
b. D. Massano explained CITS’s staffing and support limitations and recommended that the committee think about the process by which it identifies software.

c. The committee discussed the possibility of identifying “core software.” This may include software that represents industry or professional standards. It may also include software students are likely use in the workforce or in graduate school. LaTex and R were software packages from A. Hausknecht’s list that were discussed as examples.

d. It was noted that CITS’s virtual lab will help alleviate the current problem of limited availability of essential software.