



Business and Technology Department Meeting Minutes

Date: January 14, 2011

In Attendance: McNulty, Smith, Bugger, Salyer, King, Foy, Wilkison, Chandler, Babcock, Van Glubek, Hoffman, Van Selow, Dubetz, Biggett, O'Leary, Chilmonik and Hidalgo.

Meeting convened at 1:00 pm.

Reminder that Fall adoptions are due April 15, 2011

Follett Bookstore gave a presentation on the Rent-a-Text program. The textbook discussion included the following points:

- Financial Aid payment for books
- Geri Anne will give website to Lisa for book rental with ISBN both National and Local – 4 terms.
- Need to check to see if books are bound or in binder format.
- Codes – are they required?
- Ebook options
- Dennette needs book orders ASAP
- Computer 2010?
- Finally discussed the way other campus bookstores will flow with Lee campus setting controls.

QEP Subcommittees were discussed and their relevancy.

Two-Year Plans need updating; drafts will be due before Spring Break.

The basic model of the Scantron Machine was discussed briefly.

GAAP program purchases

Faculty Portfolios and/or Appendix B are due February 14.

The SACS Liaison will be on Campus on January 27

Dr. Nay discussed the Motivational Seminar on January 25

Touched briefly on the Summer Semester Schedule

Tom McNulty gave an update on The CBE workshops in Cape Coral: both workshops are full and kicking off this month.

Important Updates (reminders): The Capstone will be offered in the Fall and Spring ONLY and BAS will offer core courses every semester (CGS1100-Charlotte)

Next Meeting: February 11, 2011 (NSF with Dambrose USGBC free viewing of environmental film)

Meeting adjourned at 2:00 pm