Maxine started the meeting with introductions and confirmation of committee. Confirmed meeting times and dates.

End of Year budget – Carry over is $23000. Enrollment is decreased so we will have less money to work with. Estimated money remaining (after overhead cost) for projects $48459. Possibly projects will be computer lab upgrade of computers (Windows lab and TML).

Questions pertaining to 110 classrooms - Jason stated he would check with Rick Seeley to see if he would be able to come and talk with us to get a better understanding.

The committee will come up with a plan (at the next meeting) for what the needs and costs will be for the number of classroom we will be responsible for.

Farah had a questions pertaining to phones in specialized classrooms. Neil will look into this.

Voicethread – is being utilized by more than just COE. Farah would like to talk with other colleges to see if there is an interest in them providing financial support for this.

Next meeting: Monday, November 4th at 3:00 in SEC 202

Respectfully submitted,
Mindy Noble