**FTAC Minutes Monday, Feb 9th**

Room Scheduling Software – 25Live and Ad Astra are the two major competing companies for room scheduling software. IT has begun the process of creating a list of requirements and inquiries to find the best match for the needs of Adams State Process. FTAC will stay apprised of the process to ensure that any software eventually purchased, if software is purchased, is consistent with the needs of faculty.

FTAC Grant – The deadline for the grant is March 1st. We will begin reviewing grants in March and must have a decision by April 1st. At present we only have one grant submitted.

Grant recipients from last year – Art and the Library have submitted an summary of their grant award describing how their funds were used. They have been posted to the FTAC blog. Biology still needs to submit theirs. They are available on the blog for transparency and so future applicants for the grant can get an idea of the projects that were funded in years past.

Degree Works – IT governance submitted a budget request for Degree Works. A decision will be made in the next couple of months. If funded, it takes approximately 9 months for implementation and should be installed by the Fall of 2016. The initial cost is substantial at approximately $200,000, but the yearly cost for maintenance is relatively minor. The question arose whether a person will need to be staffed for the purpose of maintaining Degree Works. CAPP required at least one staff member to keep the system up to date with degree requirements, and when this person left, CAPP lost its effectiveness as an advising tool. FTAC wants to insure this will not be a problem if Degree Works is purchased. It also could represent an additional ongoing cost for the University.

Search for FTAC website – Currently, several professors find it difficult to find several necessary sites when searching on the Adams State website. One of these unsearchable sites is FTAC. While blogs are not searchable directly because they are only indirectly part of the Adams State website, many sites need to be easier to find. New faculty particularly had a difficult time finding resources for faculty. FTAC developed a list of sites that should be easily accessible within one click from the Faculty resources page. This list will be used to update the links from the website.

Rooms with low quality projectors – Currently the south facing rooms in MCD have such low projection quality and a high level of south facing light, that movies cannot be shown, nor are Powerpoints easily visible. Chris Olance, while not in the meeting, addressed the issue in an e-mail and reported that when all the projectors in the building are replaced, they will be replaced with a higher luminosity. South facing rooms will be highest priority.

Meeting adjourned