Staff Assembly
Technology and Data Committee

Thursday, May 16, 2024 9:30 AM

Room 3140, Warwick and WebEx

MEMBERSHIP

Jim Bradley, Chair	Present
Michael Hudspeth, Secretary	Present
Kevin Novell	Present
Phil Gordon	Present
David Rawlinson	Present
Shaune Hogan	Present
David Rowbotham	Not Present
Maryadele Combe	Present
Rajeev Jayadeva	Present
Allison Hitte-Robinson	Present

AGENDA

1. **Roll Call**
2. **Nominations for Chair**
3. **Nominations for Secretary**
4. **Election of Chair and Secretary**
5. **Establishment regular meeting schedule**

MINUTES

1. **Roll Call**
Meeting commenced at 9:32 AM

Peter B reviewed the responsibilities of the Chair and Secretary and identified expectations. All members of the committee have the opportunity to serve as chair or secretary. All members of the committee, whether an assembly member of ex-officio are counted towards quorum. All members whether assembly member or ex-officio are eligible to vote on the work of the committee. Assembly members are eligible to vote within the assembly.
The Technology and Data committee is an important part of the Assembly and the work of the college. The committee was doing a great deal of work and we are invested in continuing that effort.

2. **Nominations for Chair**
   - Nomination received for Jim Bradley
   - Nomination received for Kevin Novell

3. **Nominations for Secretary**
   - Nomination received for Michael Hudspeth

4. **Election of Chair and Secretary**
Election was facilitated via Microsoft form and Jim Bradley was elected Chair receiving seven (7) votes, Michael Hudspeth was elected secretary receiving nine (9) votes.

Breakdown of votes

Id	Completion time	Email	Please submit your vote for Chair	Please submit your vote for Secretary
1	5/16/24 9:37:57	anonymous	Jim Bradley	Michael Hudspeth
2	5/16/24 9:38:04	anonymous	Jim Bradley	Michael Hudspeth
3	5/16/24 9:38:11	anonymous	Kevin Novell	Michael Hudspeth
4	5/16/24 9:38:17	anonymous	Jim Bradley	Michael Hudspeth
5	5/16/24 9:38:17	anonymous	Jim Bradley	Michael Hudspeth
6	5/16/24 9:38:20	anonymous	Jim Bradley	Michael Hudspeth
7	5/16/24 9:38:31	anonymous	Jim Bradley	Michael Hudspeth
8	5/16/24 9:38:33	anonymous	Jim Bradley	Michael Hudspeth
9	5/16/24 9:39:10	anonymous	Kevin Novell	Michael Hudspeth

5. Establishment of regular meeting schedule

Committee members introduced themselves to each other.

Jim and Michael will work together to establish a meeting schedule with the committee. Jim would like the committee to establish priorities and desires to engage with faculty senate as appropriate. Jim will invite Peter Bardsley to present to the committee about the general policy development process.

Meeting adjourned at 9:55