

DETAG Retreat
September 8, 2005

A. What are the objectives of DETAG? (no special order)

1. Communication

Listserv benchmark report
Website new technology/fads
Newsletter/brochure – html email
NSO
Message boards
Small staff \
DETAG \
Depts All categories
Division /
Campus _/
These 5 things

2. Research

Benchmarking
New technology
Fads
Students
Expectations of (25) students
Meta analysis

3. Assessment

What ed/training needed – who
Fit/Gap
Focus groups – specific topics – students

4. Education/Training

? email diversity
Handheld
DETAG rep/work with PGC
|_> use of technology tech ed in work plans
Online training
WebCT
Basic tech (?)
Tech calendar
Remedy
Best practices/policies/plan
Triage resources
LAN Techs/webbies

5. Planning

Tech calendar
Web access policy
DE planning
Timeline - short/longterm

6. Promotion (Tech/DE/DETAG/SA)

(arrows to Communication-NSO and Assessment)

LITRE

Capture/archiving programs

- Harass Eddie
- Figure out how to best utilize our resources
- Education/training, - technology
- Be a voice for SA in campus tech-systems (maybe even take the lead, but at a minimum, active role)
- Understand efforts by peer institutions – research – data supports decision making
- Promote use of technology as a tool
- Understand new technology and potential for use
- Assessment – 2-way
- Communication – 2-way
- Acquiring new resources
- Constructive criticism/review for each other
- Unified voice for promoting ideas/activities
- Division planning for tech and DE
- Promote DETAG's and division work in/outside campus

B. How does DETAG want to operate?

Communication

Small Staff Administrators

Constituent Areas – minutes – highlighted items to report

SAAT – Leslie

PGC – Jennifer – DETAG liaison – DETAG overall, joint sponsored trng, diversity, tech award

Expertise List

Expectations ----- time

email to Leslie – yes/no referral

|_> who ??

|_> can do => moderate vs. expert

|_> be specific

|_> need help

Tracking – assessment

Meetings

Monthly

Minutes – John has offered to take minutes; Leslie will put on web

Official Small Staff reps responsible, but At Large folks can help