

## TALC ESP Meeting Minutes

The TALC ESP committee met on Monday, November 11, 2004 at 2:45 p.m. in the Blue Room of Business Sciences Building. Debbie Puett, Chair, called the meeting to order.

Members present were:

Debbie Puett, chair

Fred Bayley, vice-chair

Bruce Waddingham

Kelly Metcalf

Lisa Barrows

Mike Saunders

Stephen Matheny

Susan Hendrick

Susan Vaughan

The ESP survey results were reviewed. The following is discussion about the items.

Stephen reported the phone system is upgradeable.

The building names and use of numbers were reviewed. The use of numbers is confusing because there is no reference on the campus map. Kelly will look into adding abbreviations in place of numbers in the schedule.

Campus forms need to be updated. This includes titles, names, semesters, who signs it.

Availability of books on line. Stephen will check will Mel.

Clocks are not on time. Looking into a common clock system. Clocks could be tied into another campus network. Stephen will look into it.

ATM may not have enough demand to justify.

Change machines are still being looked into. Still may be possible to tie into the water bid.

Next meeting in January to be determined.

The meeting adjourned at 3:45 p.m.