CIT Advisory Board Meeting Agenda ~ August 29, 2006
Perkins Tower Room 201 (see directions under item 6 below)

1. Introduction of new members [5 min.]
   - Lynne will circulate a spreadsheet with contact information at the meeting. If your information is incorrect, mark it on the spreadsheet or send her email.

2. Review of CIT Advisory Board Charge [5 min.]
   See http://cit.duke.edu/about/charter.do

3. CIT update and plans [25 min.]
   - Review report (attached) on CIT activities last year and tentative plans for the coming year. Additional information will be distributed at the meeting.
   - Discuss each key area of activity, so CIT can use that feedback in our ongoing planning for the year.

4. Scholarly Communication Officer [10 min.]
   - Introduction to Kevin L. Smith in his new job at Duke University and the kinds of consulting and projects he has been doing since he started work June 1, 2006.
   - Distribute copies of brochure, his op-ed piece on Google and digitized books in the Durham Sun

5. Determine future agenda items [10 min.]
   A. CIT evaluation activities – What kinds of information would the group like to have about CIT-supported instructional technology activities?
   B. CIT website to be revamped with more interactive and customized features for faculty this fall – will want your input on changes
   C. University strategic plan and instructional technology
      - Review key points of report from working group on instructional technology
      - Discussion: What should be top priorities for action items?
   D. Other items?

6. Reminder: Upcoming meetings in Perkins Tower Room 201
   Directions to Tower Room 201 – Come in the entrance to Perkins that is under the connector between Perkins and Bostock. Take the elevator to the 2nd floor. Turn left, go through the double doors and turn left again. The Tower Room is on your left near the windows.

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