Committee members: Ross Taylor, Deb Schroeder, Scott Fredrickson, Greg Anderson, Janet Wilke, Ken Messersmith, Nanette Hogg, Aaron Clark, Cory E Shield

The meeting was called by Chair, Scott Fredrickson via email on December 8, 2008.

The first item of business was to confirm that we indeed wanted to conduct a meeting by email. Taylor (Wilke) moved, “that we conduct an online discussion regarding which survey application, if any, UNK should establish as a standard.” Those voting in favor of this motion included: Wilke, Taylor, Messersmith, Hogg, Schroeder, Clark, Anderson. Not voting: Shield The motion passed.

The second item of business was a request by Deb Schroeder for a recommendation from the committee regarding what to do with the Opinio online survey system. The following options were provided:

1) Stay with Opinio which cannot be improved, uses an out-of-date operating system, and does not have much functionality. In addition, the stability of the current Opinio system is already an issue.
2) Upgrade to the new version of Opinio, which will cost $12,000 plus $300 per year and we provide and maintain a server and provide training
3) Move to Qualtrics at $5,500 per year but they provide training, the server, maintenance, support, etc.
4) Not have a campus survey program and let individuals use whatever they wish with no support from UNK

Discussion followed by email and committee members solicited and reported feedback from their constituents.

Wilke (Hogg) moved that we recommend Qualtrics as the UNK supported survey application. Voting in favor of the motion were: Taylor, Wilke, Hogg, Schroeder, Clark, Messersmith. Not voting: Anderson, Shield

The motion carried.

Respectfully submitted:
Ken Messersmith, Secretary.