

February 7, 2021

IT Task Force Report

The Information Technology (IT) Task Force was charged with the task of developing a job description for the Information Technology Chair and the wording for the Handbook changes. The Committee was also asked to examine what the specific duties would be, and if there is a need to have a paid position as well as a team of people to oversee at both AWSC and Assembly meetings.

The IT Task force, comprised of Carmen I., Cecilia S., Donna L., Irena H., Jo S., Mary Jo M., Mike K., Phil H., Shelly C., and Theresa M., have been meeting in an attempt to come up with some Information Technology guidelines to help us navigate the changing world of technology. The working title for this position would be "Information Technology Chair" and the current thoughts are that this be an appointed position with the Information Technology Chair making up his/her own "Tech Crew." The Information Technology Chair would not have to be tech savvy, he/she would just have to know where to find the information needed and the person to take care of matters.

The Information Technology Chair would be responsible for knowing where our equipment is and who is housing it. He/She would be responsible to maintain and protect our Admin login credentials for all technology tools and vendor accounts.

The IT Task Force is still in the early stages of determining what needs to be addressed in creating the Information Technology Chair.

Respectfully submitted,

Carmen I., Chair