

**From:** [Howard Dillon](mailto:Howard_Dillon)  
**To:** [ado-l@fitnyc.edu](mailto:ado-l@fitnyc.edu);  
**CC:** [israel\\_cruz@fitnyc.edu](mailto:israel_cruz@fitnyc.edu); [carolyn\\_rieger@fitnyc.edu](mailto:carolyn_rieger@fitnyc.edu);  
[OLUFEMI\\_ARIYO@FITNYC.EDU](mailto:OLUFEMI_ARIYO@FITNYC.EDU); "Meredith Sharp";  
[vanburen\\_winston@fitnyc.edu](mailto:vanburen_winston@fitnyc.edu);  
**Subject:** FW: Software Planning and Imaging Committee  
**Date:** Thursday, October 04, 2007 9:26:36 AM  
**Attachments:** [software planning com \(2\).doc](#)  
[Guidelines for Acquiring Software.doc](#)  
[updatedsoftwareclasses ver7a wNotes.xls](#)

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To: ADO-L (Administrative Departmental Offices Listserv)  
Fr: Howard

Attention: academic deans, chairpersons and library director

The 3 attached documents are sent to you at the request of Israel Cruz. The documents concern a committee "to plan and implement software additions, changes, and approvals for the Fall 08 Instructional Computing Center classroom images."

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**From:** Israel Cruz [mailto:Israel\_Cruz@fitnyc.edu]  
**Sent:** Tuesday, October 02, 2007 3:33 PM  
**To:** 'Howard Dillon'  
**Cc:** gregg\_chottiner@fitnyc.edu; 'Shaya Phillips'; 'carolyn\_rieger'; 'Meredith Sharp'  
**Subject:** Software Planning and Imaging Committee

Howard,

Please send the attached memo and accompanying documents to all the Deans, Chairs, and the Director of the Library. We will also be sending out hardcopy via interoffice mail.

Thanks,

Israel Cruz  
Coordinator  
Instructional Computing Center

212-217-3511