



## INFORMATION TECHNOLOGY POLICY COMMITTEE

MINUTES OF THE MEETING OF FEBRUARY 21, 2002

Walt Branson called the forty-second meeting of the Committee to order at 9:00 in ET206. Other members present: Hal Broberg, Deb Conklin, Jack Dahl, Jim Ferguson, Mark Franke, Bob Kostrubanic, Edna Neal, Judie Violette, and John Wellington.

### **Approval of Minutes**

Minutes from the October 18 meeting were approved.

### **IPFW Web Site Updating**

On behalf of the Web Advisory Committee, Judie Violette raised the issue of how best to make "global changes" in the information, e.g. for the CASA name change and the area code change. The group recommended that a process be developed to scan the Web site for these kinds of items and then notify the various managers of changes that are needed. Bart Tyner will assemble a contact list with help from the Web Advisory Committee and the AOC.

### **Use of Student Technology Funds**

There has been interest in using Student Technology funds for establishment of a new computer classroom, and funds from several sources have been identified as being available for the start-up costs. Student Technology funds are already sharing in the costs of upgrading equipment in these rooms. Judie Violette also mentioned a need for a room set up to seat as many as 60 people at computer workstations, perhaps also dividable into two sections. ITPC endorsed the plan to create a new computer classroom.

**Banner System Updates**

The Banner System “go live” date is March 4. The “mock registration” testing was successful, with as many as 90 users active. The Banner website has a list of the trainers/consultants for the various areas. The Catalog and Schedule modules are already in use, and progress is being made on the CAP degree audit system. The OASIS system will be modified to request the term for information and will then direct the user to the Plus or Banner system. Most functions have been replicated in the new system, although work is continuing on automated admissions, financial aid linkages for state aid, printing a combined schedule confirmation and fee statement, and automating the upload of placement testing data. The SCT consultants have been a key resource in supporting implementation, making the investment in these services worthwhile. The new system may also provide a better way to keep e-mail addresses up to date.

**Student Technology Fee Planning**

Bob Kostrubanic distributed a copy of the most recent report on usage of Student Technology funds and asked for the 02-03 plan to be an agenda item for the next meeting.

**Other Items**

Bob Kostrubanic distributed information about the process used to send obsolete equipment to salvage, which includes opportunities for departmental purchases, donations and sales. The current process for “service request handling” was also distributed to show how requests for software changes are addressed.

Bob Kostrubanic also distributed a handout describing the problems we are having with Groupwise storage. An “auto-archiving” process is being considered.

Bob Kostrubanic also distributed a report summarizing current support arrangements for the various computer labs on campus. Significant progress has been made in implementing the tiered approach to support.

Bob Kostrubanic reported that progress is being made on plans for moving the bulletin boards back into the Groupwise mail system. Implementation is being planned for March.

**Remaining Meetings for 2001-02**

The schedule of meetings for 2001 - 2002 includes the following dates, with all sessions scheduled for 9:00 - 10:30, in ET 206:

March 21

April 18

May 16

June 20

**Future Agenda Items**

For a future meeting

Review of IT Services Strategic Plan and progress

Monitor SCT/Banner Migration Plan

Report on Saturday lab hours and costs

Await discussions by the academic and administrative user committees and other constituencies of possible imaging systems for the campus.

Implementation of network inventory software

Report on updating the Administrative Access to LAN Users' Information policy

## Glossary of Committees (2001 - 2002 memberships)

### *ITPC - Information Technology Policy Committee (01-02 membership)*

Susan Hannah (Co-chair), Walt Branson (Co-chair), Deb Conklin, Jack Dahl, Jim Ferguson, Mark Franke, Bob Kostrubanic, Edna Neal, Al Pugh, Judie Violette, John Wellington, IPSGA President/Designee, and ACITAS representative Hal Broberg.

### *ACITAS – Academic Computing and Information Technology Advisory Subcommittee (01-02 membership)*

Hal Broberg (chair), Greg Anderson (ex officio), George Bullion, Marcia Dixson (ex officio), John Erpelding, John Fitzgerald (ex officio), Marge Kimble, Bob Kostrubanic (ex officio), Linda Meyer, Ed Moritz, Robert Murray, Mark Myers, Richard Sutter, and Judie Violette, plus a distance education representative to be named and a SPEA representative to be named.

### *ADCAC – Administrative Computing Advisory Committee (00-01 membership)*

Jim Ferguson (Chair), Donna Bialik, Kevin Browne, Dave Danielson, Mark Franke, Frank Guzik, Nancy Hobbs, Bob Kostrubanic, Bill Ludwin, Doug Neitzel, John Rees, and Cathy Spieth and the Director of Financial Aid.

### *AOC – Academic Officers Committee (01-02 membership)*

Susan Hannah (Chair), Ben Christy, Jeanette Clausen, Debbie Conklin, Van Coufoudakis, Jack Dahl, Carl Drummond, Jim Jones, Bob Kostrubanic (guest), Bill Ludwin, David McCants, Al Pugh, Judie Violette, John Wellington, and Roberta Wiener.

### *DECCO – Distance Education Coordinating Committee (01-02 membership)*

Sam Birke, George Bullion, Deb Conklin, Marcia Dixon, John Fitzgerald, Susan Hannah, Carol Isaacs, Bob Kostrubanic, Patrick McLaughlin, Al Pugh, Deb Sowards, Mike Stockstill, and Judie Violette. Also three Distance Education Subcommittee representatives.

### *SIS Banner Steering Committee (former Shared User Group) (01-02 membership)*

Mark Franke (Chair), Diane Bezdon, Bill Bruening, Frank Guzik, Laurie Herbrand, Carol Isaacs, Bob Kostrubanic, Mary Lehto, Julie Litmer Schwaller, Jane Loomis, Patrick McLaughlin, Pam Michalec, John Rees, Lori Beth Royce, and Joel Wenger.

### *Distance Education Subcommittee (01-02 membership)*

Dennis Marshall (Chair), Pat Ashton, Hal Broberg, George Bullion, Tony Cardenas (ex officio), Jack Dahl (ex officio), John Fitzgerald (ex officio), Linda Meyer, Mark Myers, Deb Conklin (ex officio), Linda Taylor (ex officio), Judie Violette.

### *Web Advisory Committee (01-02 membership)*

Greg Anderson (ACITAS Representative), Judie Violette (ITPC Representative), \_\_\_\_ (Student Representative), \_\_\_\_ (ITS Representative), Bart Tyner (Web Manager), \_\_\_\_ (ADCAC Representative), \_\_\_\_ (ITPC Representative), \_\_\_\_ (SIS/Enrollment Management Representative).