



## **INFORMATION TECHNOLOGY POLICY COMMITTEE**

**MINUTES OF THE MEETING OF MAY 17, 2007**

Walt Branson called the eighty-fifth meeting of the Committee to order at 9 A.M. in ET 206. Other members present: Jack Dahl, Bob Kostrubanic, Marc Lipman, Edna Neal, and Judie Violette. Gail Rathbun was a guest for the meeting.

### **Approval of Minutes**

Minutes from the April 19 meeting were approved.

### **Instructional Technology Coordinating Committee Report**

Gail Rathbun distributed copies of the subcommittee's report. ITPC members suggested that the subcommittee develop a brochure describing technology resources for students, noted that this does overlap with information about academic support services, and suggested that the initiative be coordinated with the SOAR committee.

### **Guest Accounts for Wireless Access**

Edna Neal distributed a May 16 draft listing of places and staff members who would be authorized to establish guest wireless accounts. Bob Kostrubanic reported that the new server is scheduled to go into production in June. The list of places and staff members, including alternates, will be updated and provided to ITS so that training can be arranged. Bob Kostrubanic will update the draft Service Level Agreement to reflect the current list of places for account authorization.

### **Emergency Access to Employee E-Mail**

Bob Kostrubanic distributed a May 16 update to the Standards, Practices, and Policies document on "Guidelines Governing Critical Access to Employee's IT Accounts." The update includes suggestions made by ITPC members at last month's meeting. He also noted that discussions are underway about outsourcing of some services, possibly including student e-mail, and that this might require further updates to the "critical access" document.

**Report on Utilization of the Student Lab 24-hour access experiment**

In response to the high level of importance/low satisfaction found in the recent Noel-Levitz survey for access to open computing labs, the Walb lab was opened for 24-hour access the week before and the week of final exams for spring semester. Bob Kostrubanic distributed a utilization report and a report of the costs for security during the extended hours. He will provide a separate report on the number of "active accounts" by hour.

**Strategic Goals and Initiatives for Information Technology**

Draft 3 was distributed for comment. Committee members were asked to review the draft for coverage of major initiatives and the key metrics. Judie Violette also distributed a version of the document, including initiatives, actions, and metrics. Members were asked to use Judie's version to identify top priorities for next year in each area, and to send updates to Jack Dahl.

**Other**

Bob Kostrubanic reported that consideration is being given to providing wireless connections to classroom projectors.

**Future Agenda Items**

Updates to Draft 3JV of the Strategic Goals and Initiatives Document  
Further review of the utilization of the 24-hour lab initiative in May, 2007  
Discussion of proposal to establish a Web management unit (after receipt of communications consultant report)  
Report on GIS software selection and funding - ARCGIS has been found to be incompatible with some network software.  
Report on Breeze licensing  
Report on status of ITS software development projects and process for establishing priorities  
Review report on improvements in technology support for course evaluations.

**Meeting Schedule for 2006-07**

Meetings for 2006-07 have been scheduled in ET 206, 9-10:30 for

August 17 [cancelled]	February 15
September 21	March 15
October 19	April 19
November 16	May 17
December 21	June 21
January 18	

## **Glossary of Committees** (Note membership year)

### *ITPC - Information Technology Policy Committee* (06-07 membership)

Susan Hannah (Co-chair), Walt Branson (Co-chair), Tiff Adkins (ACITAS Representative for 05-06), Deb Conklin, Jack Dahl, Jim Ferguson, Mark Franke, Bob Kostrubanic, Marc Lipman, Edna Neal, Judie Violette, Gerard Volland, and Aaron Williamson (IPSGA President's Designee).

### *ACITAS – Academic Computing and Information Technology Advisory Subcommittee* (06-07 membership)

Michael Wolf (Chair), Toff Adkins, Prasad Bingi, Samantha Birk (ex officio, voting), Stuart Blythe, Dan Coroian, John Fitzgerald (ex officio, nonvoting), Christopher Ganz, Brad Gilbreath, Bob Kostrubanic (ex officio, non-voting), David Liu, Linda Meyer, Jeffrey Nowak, Koichiro Otani, Judie Violette (ex officio, voting), plus a distance education representative to be named.

### *ADCAC – Administrative Computing Advisory Committee* (05-06 membership)

Jim Ferguson (Chair), Diane Bezdon, Donna Bialik, Dave Danielson, Mark Franke, Frank Guzik, Nancy Hobbs, Mike Kanning, Bob Kostrubanic, Patrick McLaughlin, and Doug Neitzel.

### *AOC – Academic Officers Committee* (06-07 membership)

Susan Hannah (Chair), Elaine Blakemore, Ben Christy, Deb Conklin, Jack Dahl, Rachelle Darabi, Carl Drummond, Linda Finke, Barry Kanpol, Bob Kostrubanic (guest), Marc Lipman, GERALYN MILLER, Kathleen O'Connell, Steve Sarratore, Judie Violette, Gerard Volland, and John Wellington.

### *DECCO – Distance Education Coordinating Committee* (06-07 membership)

William Baden, Sam Birk, Deb Conklin, Marcia Dixon, Jeannie DiClementi, Adam Dirksen, Mark Franke, Erin Frew, James Haddock, Susan Hannah, Carol Isaacs, Bob Kostrubanic, Joseph McCormick, Patrick McLaughlin, Sandy McMurtrie, Gail Rathbun, Leslie Raymer, Sandra Schaufelberger, Carol Sternberger, Judie Violette, Eric Vitz, Eric Wagenfeld, Worth Weller, and David Wood.

### *SIS Banner Steering Committee* (06-07 membership)

Mark Franke (Chair), Bill Bruening, Gerald Curd, Sue DeChant, Kim DeLeon, Frank Guzik, Carol Isaacs, Mike Kanning, Bob Kostrubanic, Mary Lehto, Julie Litmer Schwaller, Patrick McLaughlin, Pam Michalec, and Kari Smith.

### *Distance Education Subcommittee* (06-07 membership)

Bruce Abbott, Jack Dahl (ex officio), Marcia Dixon, John Fitzgerald (ex officio, non-voting), Karen Griggs, James Haddock, Carol Isaacs, Thomas Laverghetta, Mary Lehto (ex officio, nonvoting), Beverly Parke, David Turnipseed, and David Wood (ex officio, nonvoting).

### *Web Advisory Committee* (06-07 membership)

Judie Violette (Chair), Dan Coroian (ACITAS Representative), (ITPC Representative), Mike Kanning (ITS Representative), Bart Tyner (Web Manager), Peter Nowak (Assistant Web Manager), Jim Ferguson (ADCAC Representative), Steve Carr (ITPC Representative, for Susan Hannah), Mark Franke (SIS/Enrollment Management Representative), Marge Kimble, Bob Kostrubanic, Irene Walters, and a Student Representative to be named.