



INDIANA UNIVERSITY-PURDUE UNIVERSITY FORT WAYNE

INFORMATION TECHNOLOGY POLICY COMMITTEE

MINUTES OF THE MEETING OF DECEMBER 17, 1998

Dr. Susan Hannah called the seventeenth meeting of the Committee to order at 9:05 in ET206. Other members present: Walt Branson, Mark Franke, Judie Violette, Al Pugh, Pat Erdman, Marge Kimble, Mike Stockstill, Frank Borelli, Rich Manalis, Jack Dahl, Bob Kostrubanic, Mike Mourey and Mary Schoeler. Absent: Jim Ferguson, Jim Jones, and Chuck Newman.

Approval of Minutes Minutes from November 19 (submitted by Mary Schoeler) were approved.

Subcommittee on Process for Labs Dr. Hannah, Bob Kostrubanic and Mike Mourey had been invited to the December 9th meeting of the academic computing subcommittee (CUAS) to shed light on the ideas for a process for faculty requests (hardware, software, and labs). The meeting was valuable in hearing the concerns of faculty.

It was reported that the goal would be to find a way to fold the departmental lab upgrades into a regular scheduled replacement plan. This would be a better process rather than a grant or application process

Y2K Report Jim Moore is the new chair of the Y2K subcommittee (replacing Al Pugh). The test of PC hardware performed upon login to the network is in process. The report of the raw data was passed around with the failing PC's highlighted. This information will be summarized to assess the scope of the hardware that will need to be replaced. PC's are identified by property tag number and network username. There is some difficulty in cross-referencing this information with the Purdue Property Management System because it often lacks description of processor level. Kostrubanic explained how important it is to maintain this information. One way to do it is to hire a firm to come in and open all PC cases and provide an inventory. After this updates would keep the system current. He will be reviewing how to address this issue after he joins IPFW full-time in January.

Mark Franke provided an update on the Y2K SIS project which is installing the first phase of the vendor-supplied patches. Plans are to apply these upgrades to the Production SIS system over Christmas. The system will be unavailable 12/23 to begin and is expected to be ready for controlled SIS access on 12/28 and full access by 12/29 after verifying the data. Another small phase of updates will be applied in February.

Mark reported that the plan for OASIS (student web access to SIS) is to have it available by Fall for Drop/Add and by next Spring for registration. Work continues on installing SIS Web for Faculty on the test system.

Distance Education Dr. Hannah reported the DECCO (Distance Education Coordinating Committee) has been meeting and has decided to use a project management model for the development of distance education linking

(DECCO) Continuing Education and the new Center for Excellence in Teaching (CELT). A location has been found for CELT on the ground floor of Kettler near the north entrance to the left as you enter the building. The director position has been posted. Mike Stockstill and Dr. Hannah will share the funding for an instructional designer who will report to the new CELT director.

Pat Erdman asked about the level of assistance this position will offer faculty. Mike Stockstill described the Indiana State model that he has been investigating where up to twenty faculty at a time are brought in for an intensive 5-day seminar. These individuals then help with mentoring others. It was indicated that at this point faculty should not expect this position to provide one-on-one assistance for weeks at a time.

Mary Schoeler reported that she just returned from the CAUSE conference in Seattle where she gathered information on what other universities are doing. There was a very thorough and informative presentation by the University of Maryland addressing many of the logistical issues that need be provided for especially in the case of success with distance education. Schoeler explained that with the upgrade to the student e-mail system was providing for a Unix server to be set aside for testing/pilot of web-course software for the many requests by faculty for such functionality.

Costs of developing distance education programs were discussed and it was indicated that some universities are budgeting up to \$250,000 per course for development. Mike Stockstill indicated that he has some leeway in recovering costs from the student fees. Franke asked that Mike Stockstill work with the Comptroller's Office for next year's fee approval request with Purdue which would be worked on soon.

**Christmas Break
Technology
Projects** Mike Mourey provided a report of the information technology projects planned for Christmas break. These included: 1) upgrades to the student e-mail system, 2) upgrade to Kettler 204 A&B of the open-access labs, 3) testing and planning on the campus-wide fiber network, and 4) SIS Y2K update (as already reported in detail by Mark Franke).

**Information
Technology
Strategic Plan** Bob Kostrubanic reported that the drafting subcommittee will begin work in January to merge the academic and administrative strategic plans.

Next Meeting The next meeting is January 21, 9:00 to 10:30 a.m.

Adjournment The meeting adjourned at 10:05 am.

To Do

- Discuss Branson report on keeping students aware that they are paying a Technology Fee
- Consider draft Service Level Agreement for C&DP Operations
- Continue to track planning related to IPFW's WWW presence
 - ⇒ Discuss results of AOC discussion of deans'/directors' plans for WWW use, especially in distance-education initiatives
 - ⇒ Follow up on implementation of report of ITPC subcommittee on IPFW's WWW presence, adopted by the Committee 1/16/98
- Discuss Ferguson report on possible IPFW-ISP agreement(s)
- Await discussions by the academic and administrative user committees and other constituencies:
 - ⇒ HelpDesk SLA
 - ⇒ Retention period for LAN bulletin-board messages
 - ⇒ Imaging system
- Develop policy/procedure on expenditure of campus information-technology funds other than those from the Technology Fee and special state appropriation
- Spend \$250,000 in state technology funds by spring 1999
- Research for controlling student network access, printing, and usage; as well as, network availability.
- Work on merging the academic and administrative computing plans

Distribution
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