



INDIANA UNIVERSITY-PURDUE UNIVERSITY FORT WAYNE

INFORMATION TECHNOLOGY POLICY COMMITTEE

MINUTES OF THE MEETING OF FEBRUARY 18, 1999

Walt Branson called the eighteenth meeting of the Committee to order at 9:07 in ET206. Other members present: Susan Hannah, Mark Franke, Judie Violette, Al Pugh, Jim Moore, Marge Kimble, Jim Ferguson, Frank Borelli, Rich Manalis, Jack Dahl, Bob Kostrubanic, Mike Mourey and Mary Schoeler. Absent: Mike Stockstill, Jim Jones, and student representative.

Approval of Minutes Minutes from December 17 (submitted by Mary Schoeler) were approved.

Name Change to Information Technology Services Bob Kostrubanic explained the name change from Computing & Data Processing Services was done February 1. He also explained that he had decided to go with the industry standard and include the word information in the name to be consistent with current practice in the field. He also indicated that this is the first step in efforts to adjust the department's services to the needs of the campus.

Mac Replacement Final Report Jack Dahl passed out a summary of the results of the replacement funding for faculty Macintoshes. Twenty-one workstations were being replaced for a total of \$44,250. Old Macs will be removed. Reminder: this project did not address Macintoshes in labs.

Y2K Report Mike Mourey distributed a summary report of the testing of PC's upon log on to the network for Y2K compliance. Of 814 faculty/staff computers, 156 failed. 610 of the 750 computer lab PC's are compliant and an upgrade with P5-75's for Psychology and TRS (KT122) is planned for Spring Break.

Jack Dahl passed out a spreadsheet with four scenarios for allocating the \$250,000 set aside from the State Non-recurring Technology money. Much discussion followed and eventually a vote settled on a recommendation to allocate \$80,000 to the ET network infrastructure and the remaining \$170,000 to be used to begin addressing the Y2K PC upgrades needed. The goal will be to upgrade the Neff B39 & 41 classrooms and use those 52 as hand-me-downs as well as upgrading those PC's that can be (low cost alternatives) and to allocate part of the money to new PC's. Kimble recommended that the priority for new computers should go to faculty.

A document is in draft form to provide guidelines for classifying the software needs of the computer user to then be matched up with the available type of replacement PC's. It was felt that this set of guidelines could serve us not only with the project of replacing Y2K non-compliant computers but also with developing a regular replacement plan for computer equipment.

DECCO and TO DO LIST Because of time constraints both of these items were tabled until the next meeting.

**Information
Technology
Strategic Plan**

Bob Kostrubanic reported that the drafting subcommittee had completed their work to merge the academic and administrative strategic plans. He explained the process the subcommittee went through and that the plan had been already distributed to ACITAS, ADCAC, and AOC for comments. A few small wordsmith changes had been made in that process.

Kostrubanic explained that IT Services will be working on a corresponding matrix that will demonstrate what portions they can deliver at current staffing levels and what services would require people to be added to accomplish.

The committee voted to accept the plan and then discussed the use of the document. It was agreed to rename it from strategic plan to strategic guidelines and initiatives. The importance of viewing it as a campus-wide vision was emphasized and that each department will need to develop plans to achieve the goals. For example: DECCO, and CELT will each have a plan for their portion. Each major unit will need to identify priority projects and write action plans. IT Services will write a master technology plan that will incorporate those portions of the action plans requiring its services.

The plan will be taken to Executive Committee for approval and then will be distributed and communicated to the rest of the campus.

Next Meeting

The next meeting is March 18, 9:00 to 10:30 a.m.

Adjournment

The meeting adjourned at 10:30 am.

To Do

- Discuss Branson report on keeping students aware that they are paying a Technology Fee
- Consider draft Service Level Agreement for IT Services 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
- Research for controlling student network access, printing, and usage; as well as, network availability.

Distribution
Members
Guests