

Campus Technology Policy & Planning Council
Meeting of February 28, 2005
11:30 am – 1:00 pm
STV 401

Present: Beckie Benner, Sara Campbell, Sam Catanzaro, Galen Crow, Dan Hayden, Edgar Norton, Barbara Nourie, Brent Paterson, Dane Ward for Beth Schobernd, Mark Walbert, Jeff Wood, and Shari Zeck

Mark welcomed everyone to the meeting.

Constituent Advisory Committee Reports:

Galen Crow:

Galen gave an update on his constituent advisory committee (University Extended Learning Steering Committee). He explained that his constituent committee deals with extension courses and off campus constituents as well as a variety of other things.

Dan Hayden:

Dan Hayden gave a report on his constituency committee from Administrative Systems. He gave a review of the core functions that Administrative Systems is responsible for to keep the business of the university running. Those were:

- Payroll
- Accounting systems
- Accounts receivable
- Alumni records

He listed some the things that are on AIS's projects list:

- Social Security number remediation project. This will go into effect Memorial day week-end.
- Web enabling many of the administrative processes. Faculty/staff can now use it for many things and hope to expand the use of browsers for this purpose utilizing a product called EAGLE which allows us to run a COBAL program in the background and see it on the portal environment.
- Update or replace the mainframe within the next 12-18 months.

Report from Galen on Academic Senate Meeting:

Galen informed the committee that in 2000 the University Curriculum Committee (UCC) began reviewing recommendations regarding Distance Education courses. There was an initial set of recommendations from a subcommittee of the UCC that the Academic Senate did not agree with. A white paper was then constructed and is on the Web site but had never been formally approved. Recently Galen was contacted by Jim Reid, chair of a subcommittee of the Academic Senate, who was working not from the original recommendations but rather from the white paper. Galen was then invited to the Academic Senate meeting Wednesday, January 26 since this had become an informational item. It will be a discussion item at the next meeting. Galen is to reply to the Senate recommendations by March 8 and is drafting a reply now. He noted that there

is distinct difference in two sets of recommendations and the major difference is in tone. Galen spoke of these differences and the committee asked questions and had discussion time about this. Galen asked for feedback and any comments from the group.

Network Security Engineer Job Description:

The group discussed the proposal to hire a network security engineer and reviewed the job description. Mark will do more work on this and bring back to the next meeting.

Wireless deployment into classroom spaces:

Mark announced that Classroom Technology is working on wireless deployment into classroom spaces. Remotes will be used by students and faculty will be able to determine how many students have responded immediately. This will be discussed again as the Council looks over items that may be a part of the Campus Technology Strategic Plan.

Campus Cable TV Proposal:

Mark announced that this project is moving along well and we should be able to do this much more economically than originally proposed when the project was taken on.

Proposed Timeline and Activities for Campus Technology Strategic Plan:

This was tabled for the next meeting. At that meeting Mark expected to be able to deliver the charge from the President's Cabinet to complete the plan.

Email server registration form:

Mark presented the Email Server Registration Form to the Council as a reminder. All email servers on campus need to be registered and the distributed tech staff will need the signature of their Council rep before the form can be submitted.

eInstruction:

Mark quickly indicated that Classroom Support was researching the cost of installing a device similar to (if not the same as) one used by several departments to improve communication in lecture hall classes. Handheld devices purchased by students can be used to take attendance, tally responses to quiz questions or poll the class to gauge their understanding of a lecture item. This works by sending a signal from the handheld to a receiver on the teacher's console using radio frequencies. Classroom Technology Advisory Committee will present to the Council a form proposal for the purchase and installation of some such technology some time this semester.

MasterPointer Software for lecture halls:

Mark also mentioned that Classroom Support was looking into MasterPointer software (www.mastersolutionus.com/masterpointer.php) that can be used by an instructor to annotate their on-screen lectures. It works with Mac's or PC's.

The meeting was adjourned.

Next meeting

Monday, March 7, 2005

STV 401

11:30 am – 1:00 pm

Agenda:

01. Constituent Advisory Committee Reports: Edgar & Barbara
02. Proposed timeline for CTStrategic Plan
 - a. Proposed dates for first Council Retreat.
03. Announcements