

Campus Technology Policy & Planning Council
May 1, 2006
1:00 – 2:30 pm
DeGarmo 551

Present: Beckie Benner, Sara Campbell, Sam Catanzaro, Dan Hayden, Trish Klass, Brent Paterson, Jim Moon, Mark Walbert, Jeff Wood, and Shari Zeck

Absent: Bob Rariden and Beth Schobernd

Mark welcomed everyone to the meeting.

New Business

Council Meeting Schedule

The May 8 and 22nd meetings will be cancelled due to the fact that everyone is busy with Working Group meetings. Working Group meetings have all been scheduled for the next few weeks on Meeting Maker and e-mails have been sent to confirm.

Council meetings through December have been scheduled on Meeting Maker and e-mails have been sent to confirm.

Old Business

Strategic Plan Progress

Mark announced that he is meeting with the Chairs of the Working Groups this afternoon. He will be sending them a draft of the current Goals and Action Items. He asked for status reports from the WGs no later than noon on June 12. The feedback he is receiving from the Deans on the IT Goals is positive. We now need to put more focus on the Action Items. Mark went through the criteria that will be used when writing the action items. We need to speed things up and have a public draft of the IT Plan in the hands of campus constituents in October. Mark shared with the group that he is investigating the possibility of hiring an outside consultant to do focus groups in the fall. The consultant (an uninterested third party) would lead the focus group, work with us on questions to ask, determine the people in the focus group, do the interviews, tabulate the results and present them to us, as well as help us make sense of the results and how we respond to them and add credibility to the report thus creating overall support from the campus community. There may be a web survey involved. Hopefully, the IT Plan would be ready for print in December, 2006.

The group discussed how many of the committee members have taken the draft to their respective constituency advisory groups and discovered that none of them had. Mark shared that he has taken it to the VPs and Deans. There was discussion regarding when to show drafts to the IT constituent and tech advisory groups. There could be an advantage to get their feedback and their responses and build these into the final document before it is rolled out to the rest of the campus. However, not everyone will be able to run these past their constituency groups until fall now since they have already had their last committee meetings for the semester. After discussion, it was decided to take the draft IT Plan to constituent and tech advisory groups in the

different areas in September, have a campus-wide review in October, clean up the document in November, and finalize it in December, 2006.

The Exchange Rationale

The committee discussed the one page draft that Dan had sent around entitled *Shared Calendar*. Mark explained that he would like for the document to explain to the Vice Presidents what we are wanting to do and what it will cost. There will be something in it regarding why we did not support using SunJES as the back end server. Four other things need to be done before June 30, 2007, after we have received the green light on this:

1. Rational Statement: Get the Exchange Consolidation Working Group back together and revisit from the perspective of what are we missing.
2. Cost Estimate: Accurate cost estimates for the Exchange consolidation.
3. Develop a timeline: Put a timeline on this project.
4. Develop training: Develop training materials, trainers, and set training sessions.

There was discussion about importing Meeting Maker data. The timeline was discussed with detail about when training can begin. Mark & Georgia will begin working with Outlook/Entourage and Exchange to determine both Mac & PC problems. The consolidation group needs to meet as soon as possible and get something back to the committee on a migration plan, which will include a migration of existing calendars and email including a timeline that has the certain parameters that we just discussed (training completed by April 1, 2007). Mark announced that all Vice Presidents are on board, but it is still possible when they see the cost involved and the effort needed, it may still not be accepted. Mark will forward Trisha's comments to Dan so he can incorporate those changes in the rationale. Dan asked that the council members share with him any changes so that this will be a concerted effort from the Council.

The group discussed when we would have definite Vice Presidential approval and Mark shared that we should have their approval a week or two after the rationale is presented to them. Even if we still keep Meeting Maker, there would be a lot of work involved to go to the new version. Newer bigger servers are needed. There is a a lot of work either way we go and the cost is going to be some initial upfront cost with long term break even on your investment. Outlook 12 requires 64 bit servers which will be another challenge when we move to it.

New WebCT version 6 will not begin before the Spring of 2007. We are hoping to have some early adopters work with the new version as early as Fall 2006. Mark is investigating the new e-portfolio that is part of WebCT now.

Announcements

Mark Walbert

TechZone Computer Nights

Last week, we had very successful TechZone Computer Nights with more people in attendance this year than last. We met with Microsoft and asked for more technical training on Windows Vista and Office 12. There is a representative in Springfield who we will now be able to use for training.

Podcasting

There was a Podcasting seminar held by *Apple* Friday in the College of Education. Mark announced that he will be developing a grant program involving iPods to borrow (or keep) for faculty who are interested podcasting for the fall semester. Mark will be working with Patrick O'Sullivan and CTLT to put out an RFP. Then faculty who had participated would report back to the campus community about their user experience at the Teaching Symposium in January 2007. All the advantages of becoming active and learning more about podcasting were discussed and it is unbelievably easy to create.

Beckie Benner

Becky announced that she is leaving campus effective May 12 for a position she has taken out of state. Vice President Ashby has appointed Bob Aaron as the new UA rep to the Tech Council. Mark will meet with him next week to brief Bob on the Council's activities.

The meeting was adjourned.

Next Meeting

May 15, 2006

DeGarmo 551

1:00 – 2:30 pm

Submitted by Georgia Bailey.