

Campus Technology Policy & Planning Council
Meeting of October 25, 2004
3:00 – 4:30 pm
STV 401

Present: Beckie Benner, Sara Campbell, Sam Catanzaro, Galen Crow, Edgar Norton, Brent Paterson, Beth Schobernd, Mark Walbert, and Shari Zeck

Absent: Dan Hayden, Barbara Nourie, and Jeff Wood

Mark welcomed the group to the meeting. He announced that he just returned from the *Educause* conference in Denver, Colorado. One thing that came up at the conference was the number of schools that had a policy on “Internet snow days”. What is the policy on days when Internet access to course materials is down? If the Internet is down, when do students have to do an exam? The group had a short discussion and decided that each faculty member should handle these things on their own on an individual basis.

Chair announcements: Mark announced that we are at 33/67 for the Apple invitation. He has talked to Dell about an executive briefing as well in Austin, TX. He suggested that we may be able to do the Chicago trip with part of the Council and the Austin trip with part of the Council. The Apple trip is scheduled for December 6-7. Mark will contact Roberta tomorrow and indicate that we have 4 people and if the group is too small, we will work on a January or February date.

[Update] Apple would prefer a somewhat larger group and is willing to wait until January (or February) to hold the Executive Briefing in Chicago. Take a look at your calendars and see if you are available during the week of January 24th, 2005.

On line submission form: Mark reported that he drafted a form for the Council's consideration regarding content of an on-line submission to the council. The draft contains the following items:

- a. Who (name, rank, serial number...)
- b. What (250 words or less)
- c. Why (Update of policy? New policy or project?)
- d. When (proposed timeline)
- e. Where will this proposal be developed? (Constituent or Tech Advisory Committee?)

The group had a short discussion and decided:

- There should be something on the form asking for department and an estimate of cost along with the resource for paying this cost.
- Requests should go through the constituent or tech advisory committees first and then to the Council.
- Something should be on the website instructing people who to submit proposals to...

- There should be more discussion regarding who is to be able to write these proposals.
- Should these proposals be done electronically?
- It should be clear on the form to whom the form is to be submitted.
- There could also be a suggestion box but this would be completely separate from the on-line submission form.

Network Security Enhancement Proposal & TSAC update: Mark reported that he met with TSAC regarding the network security enhancement proposal. He reported that Burwood personnel and a Cisco staff member were also there. TSAC is meeting again today for another 2 hour discussion and tomorrow afternoon for the same to go over the technical part of the proposal. Mark will get a report back from Scott Genung tomorrow that will go through the list of proposals. They have a November 5 deadline.

Web Privacy Notices & Practices statement: Mark asked if the group had any feedback on this statement. We want visitors to Illinois State Web sites to be able to see the information we are gathering and what we are doing with it and we have actually done more than the auditors were looking for. Everyone on the Council agreed that the statement was fine. Mark will find out what happens next and let the group know. This information currently appears on the front page of the website.

Review of Tech Policies in Each Area: The committee learned that most areas have procedures but no policies.

Name of Constituent Advisory Committees: Mark thanked everyone for submitting information to him regarding constituent advisory names so we can get them out on the web.

Council's Mission, Values, and Principles statements: Mark asked for volunteers to work with him on the 7 guiding principals. Shari Zeck, Edgar Norton, & Beth Schobernd volunteered. Georgia will find a time for them to meet.

New Business: Shari asked about the iCampus Portal and projects that they are working on. The college would like to see a way for Chairs and advisors to communicate with students thru the portal. Shari reported that she had a conversation with Mark Troester, Director of Web Support, and there would be a way to do this through the portal if they had the time to do programming. Shari suggested perhaps this could be shared by areas on campus. It was suggested that this is an example of something that could be submitted through a constituent committee and then brought forward to the Council for consideration.

Shari asked about the fact that we should not be giving anyone our ulid and password does not appear in the university's Appropriate Use policy and it should. She will work with Mark on this.

The meeting was adjourned.

Next meeting

Monday, November 8, 2004

11:00 - 12:30 pm

STV 401

Submitted by Georgia Bennett