



## INFORMATION TECHNOLOGY POLICY COMMITTEE

### MINUTES OF THE MEETING OF MAY 15, 2008

Susan Hannah called the ninety-fourth meeting of the Committee to order at 9 A.M. in ET 206. Other members present: Jack Dahl, Jim Ferguson, Bob Kostrubanic, Marc Lipman, George McClellan, Jeff Nowak, Judie Violette, and Gerard Voland.

#### **Approval of Minutes**

Minutes from the April 17 meeting were approved.

#### **Update on IPFW Web Site**

Norma Endersby distributed a report on conversion of web pages to the new template and on implementation of Serena Collage. All of the centrally-maintained web pages have been converted to use the new template. The project took 2.5 years and was completed in November 2007.

The Serena Collage implementation is on hold because of changes in marketing of the product. Alternatives are being researched. The project is now referred to as "Web CMS" since it is being approached as a process to select a Web Content Management System. Once a product is installed, the project time line is projected at two years. A further update will be given to ITPC in the fall.

#### **myIPFW Targeted Announcement Policy**

Kari Smith presented a proposed policy for use of the announcements system embedded in the myIPFW portal. ITPC members noted that this was related to the work of a committee on a campus event calendar. The group recommended that the portal not be the place for announcements of events, instead placing all such announcements in the forthcoming campus calendar. The proposed "Announcement Policy" will be revised.

#### **PC Demonstration Classroom Scheduling**

With the implementation of the Mac Lab, there will no longer be a computer classroom with special scheduling policies for demonstration sessions. The committee agreed to repeal the old scheduling policy. Bob Kostrubanic reported that all of the stations from the former demonstration classroom have been relocated to other open use computer labs.

|   |   |                       |             |              |          |            |          |             |        |             |         |            |  |
|---|---|-----------------------|-------------|--------------|----------|------------|----------|-------------|--------|-------------|---------|------------|--|
| <b>Application Development Priority Establishment</b> | Bob Kostrubanic reported that a process for establishing priorities for application development will be brought to ITPC in the fall.  |                       |             |              |          |            |          |             |        |             |         |            |  |
| <b>Termination of SUVON services</b>                  | Judie Violette asked whether any alternatives had been identified to avoid long distance charges for calls formerly made via SUVON. Bob Kostrubanic reported that no alternative had been found.  |                       |             |              |          |            |          |             |        |             |         |            |  |
| <b>Updates from ITS</b>                               | Bob Kostrubanic reported that security on the IPFW network is being tightened and moved to the “edge” of the network.   |                       |             |              |          |            |          |             |        |             |         |            |  |
| <b>Future Agenda Items</b>                            | <p>Discussion of proposal to establish a Web management unit (after receipt of communications consultant report)</p> <p>Report on GIS software selection and funding - ARCGIS has been found to be incompatible with some network software.</p> <p>Report on Breeze licensing</p> <p>Report on status of ITS software development projects and process for establishing priorities</p> <p>Review report on improvements in technology support for course evaluations.</p> <p>Update from Norma Endersby on Web CMS project.</p> <p>Consideration of revised portal “Announcements Policy”</p> |                       |             |              |          |            |          |             |        |             |         |            |  |
| <b>Meeting Schedule for 2007-08</b>                   | <p>Meetings for 2007-08 have been scheduled in ET 206, 9-10:30 for</p> <table border="0"> <tr> <td>August 16 [cancelled]</td> <td>February 21</td> </tr> <tr> <td>September 20</td> <td>March 20</td> </tr> <tr> <td>October 18</td> <td>April 17</td> </tr> <tr> <td>November 15</td> <td>May 15</td> </tr> <tr> <td>December 20</td> <td>June 19</td> </tr> <tr> <td>January 17</td> <td></td> </tr> </table>   | August 16 [cancelled] | February 21 | September 20 | March 20 | October 18 | April 17 | November 15 | May 15 | December 20 | June 19 | January 17 |  |
| August 16 [cancelled]                                 | February 21   |                       |             |              |          |            |          |             |        |             |         |            |  |
| September 20  | March 20  |                       |             |              |          |            |          |             |        |             |         |            |  |
| October 18  | April 17  |                       |             |              |          |            |          |             |        |             |         |            |  |
| November 15   | May 15  |                       |             |              |          |            |          |             |        |             |         |            |  |
| December 20   | June 19   |                       |             |              |          |            |          |             |        |             |         |            |  |
| January 17  |   |                       |             |              |          |            |          |             |        |             |         |            |  |

## **Glossary of Committees** (Note membership year)

### *ITPC - Information Technology Policy Committee (07-08 membership)*

Susan Hannah (Co-chair), Walt Branson (Co-chair), Deb Conklin, Jack Dahl, Jim Ferguson (ADCAC Representative), Mark Franke, Bob Kostrubanic, Marc Lipman, George McClellan, Jeff Nowak (ACITAS Representative for 07-08), Judie Violette, Gerard Voland, and Aaron Williamson (IPSGA President).

### *ACITAS – Academic Computing and Information Technology Advisory Subcommittee (07-08 membership)*

Michael Wolf (Chair), Tiff Adkins, Prasad Bingi, Samantha Birk (ex officio, voting), Stuart Blythe, Dan Coroian, John Fitzgerald (ex officio, nonvoting), Christopher Ganz, Brad Gilbreath, Bob Kostrubanic (ex officio, non-voting), David Liu, Linda Meyer, Jeffrey Nowak, Koichiro Otani, Judie Violette (ex officio, voting), plus a distance education representative to be named.

### *ADCAC – Administrative Computing Advisory Committee (07-08 membership)*

Jim Ferguson (Chair), Diane Bezdon, Donna Bialik, Cyndy Elick, Mark Franke, Frank Guzik, H. Jay Harris, Mike Kanning, Bob Kostrubanic, and Patrick McLaughlin.

### *AOC – Academic Officers Committee (07-08 membership)*

Susan Hannah (Chair), Elaine Blakemore, Deb Conklin, Jack Dahl, Carl Drummond, Linda Finke, Linda Hite, Barry Kanpol, Bob Kostrubanic (guest), Marc Lipman, George McClellan (guest), Kathleen O'Connell, Steve Sarratore, Judie Violette, Gerard Voland, and John Wellington.

### *DECCO – Distance Education Coordinating Committee (07-08 membership)*

William Baden, Sam Birk, Deb Conklin, Jeannie DiClementi, Marcia Dixon, Adam Dirksen, John Fitzgerald, Mark Franke, Erin Frew, Judith Garrison, James Haddock, Susan Hannah, Carol Isaacs, John Kessler, Bob Kostrubanic, Joseph McCormick, Patrick McLaughlin, Sandy McMurtrie, Gail Rathbun, Sandra Schaufelberger, Carol Sternberger, Cheryl Truesdell, Judie Violette, Eric Vitz, Eric Wagenfeld, and Worth Weller.

### *SIS Banner Steering Committee (07-08 membership)*

Mark Franke (Chair), Sue DeChant, Kim DeLeon, Frank Guzik, Carol Isaacs, Tom Hicks, Bob Kostrubanic, Judy Kramer, Mary Lehto, Julie Litmer Schwaller, Patrick McLaughlin, Pam Michalec, Kari Smith, and Shawna Squibb.

### *Distance Education Subcommittee (07-08 membership)*

Bruce Abbott, Jack Dahl (ex officio), Marcia Dixon, John Fitzgerald (ex officio, nonvoting), Karen Griggs, Iskandar Hack, James Haddock, Carol Isaacs (ex officio, nonvoting), Mary Lehto (ex officio, nonvoting), Zhongming Liang, Beverly Parke, Susan Skekloff, James Vernon, and Eric Vitz (ex officio, nonvoting).

### *Web Advisory Committee (07-08 membership)*

Steve Carr, Christopher Douse, Norma Endersby, Mark Franke, Maria Herrera, Joseph McCormick, Audrey Moore, John Motz, Peter Nowak, Carlos Pomalaza-Raez, Bart Tyner, and Judie Violette.

### *Instructional Technology Coordinating Subcommittee (07-08 membership)*

Gail Rathbun (chair), Tiff Adkins, Steve Carr, Judith Garrison, Sue Mau, Joseph McCormick, Linda Meyer, Lee Peitzman, Richard Strong (student representative), Eric Vitz, and a second student representative to be named.