



INFORMATION TECHNOLOGY POLICY COMMITTEE

MINUTES OF THE MEETING OF FEBRUARY 15, 2007

Susan Hannah called the eighty-second meeting of the Committee to order at 9 A.M. in ET 206. Other members present: Tiff Adkins, Jim Ferguson, Mark Franke, Bob Kostrubanic, Marc Lipman, Judie Violette, Eric Vitz for Deb Conklin, and Gerard Volland.

Approval of Minutes

Minutes from the January 18 meeting were approved.

Guest Accounts for Wireless Access

Bob Kostrubanic reported that Odyssey is not essential for guest accounts. A wireless card should be sufficient. Students must have Odyssey but they should be able to get it on their first attempt to connect on campus. (Bob will verify this.) He also said all network connections will be locked down but not until the end of the semester. Location points can approve guest accounts for any period up to seven days. The committee agreed that guest accounts should only be issued after the presentation of a valid identification. Bob clarified that a guest account will provide internet access only and not access to any other campus resources.

The committee approved the policy as revised. Bob will make the changes and present an updated draft at the next meeting.

Information Technology Mission Statement Update

The group continued its discussion of the latest draft update to the mission statement.

Strategic Goals and Initiatives for Information Technology

The group met and will bring a draft of objectives and metrics to the March meeting. Susan Hannah is chairing the working group.

**Emergency
Access to
Employee E-Mail**

The committee agreed that, in order for "someone" to have access to an employee's e-mail, the employee's supervisor at the director/dean level or higher must give written permission. It must also be understood that only one employee has access to a given e-mail account, so giving access to someone else locks out the original account holder. Bob will organize this in a policy statement to be added to the ITS web site.

Jim Ferguson was asked to determine the best method for informing all employees that their IPFW e-mail account is university property just like paper files.

Other

Susan Hannah reported that appointments to the Instructional Technology Coordinating Committee have been made.

The deans asked about problems with the on-line Form 36 approval for Continuing Studies

The Serena Collage consultants had a successful visit. Training is now being designed, and the software should be available by spring break.

Bob Kostrubanic will provide a web conversion project status report at the March meeting.

**Future Agenda
Items**

Discussion of proposal to establish a Web management unit (after receipt of communications consultant report)

Report on GIS software selection and funding - ARCGIS has been found to be incompatible with some network software.

Report on plans for expanding wireless access beyond the current 75 points of access, including exterior access.

Report on Breeze licensing

Report on status of ITS software development projects and process for establishing priorities

**Meeting Schedule
for 2006-07**

Meetings for 2006-07 have been scheduled in ET 206, 9-10:30 for

August 17 [cancelled]	February 15
September 21	March 15
October 19	April 19
November 16	May 17
December 21	June 21
January 18	

Glossary of Committees (Note membership year)

ITPC - Information Technology Policy Committee (06-07 membership)

Susan Hannah (Co-chair), Walt Branson (Co-chair), Tiff Adkins (ACITAS Representative for 05-06), Deb Conklin, Jack Dahl, Jim Ferguson, Mark Franke, Bob Kostrubanic, Marc Lipman, Edna Neal, Judie Violette, Gerard Volland, and Aaron Williamson (IPSGA President's Designee).

ACITAS – Academic Computing and Information Technology Advisory Subcommittee (06-07 membership)

Michael Wolf (Chair), Toff 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 (05-06 membership)

Jim Ferguson (Chair), Diane Bezdon, Donna Bialik, Dave Danielson, Mark Franke, Frank Guzik, Nancy Hobbs, Mike Kanning, Bob Kostrubanic, Patrick McLaughlin, and Doug Neitzel.

AOC – Academic Officers Committee (06-07 membership)

Susan Hannah (Chair), Elaine Blakemore, Ben Christy, Deb Conklin, Jack Dahl, Rachelle Darabi, Carl Drummond, Linda Finke, Barry Kanpol, Bob Kostrubanic (guest), Marc Lipman, GERALYN MILLER, Kathleen O'Connell, Steve Sarratore, Judie Violette, Gerard Volland, and John Wellington.

DECCO – Distance Education Coordinating Committee (06-07 membership)

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

SIS Banner Steering Committee (06-07 membership)

Mark Franke (Chair), Bill Bruening, Gerald Curd, Sue DeChant, Kim DeLeon, Frank Guzik, Carol Isaacs, Mike Kanning, Bob Kostrubanic, Mary Lehto, Julie Litmer Schwaller, Patrick McLaughlin, Pam Michalec, and Kari Smith.

Distance Education Subcommittee (06-07 membership)

Bruce Abbott, Jack Dahl (ex officio), Marcia Dixon, John Fitzgerald (ex officio, non-voting), Karen Griggs, James Haddock, Carol Isaacs, Thomas Laverghetta, Mary Lehto (ex officio, nonvoting), Beverly Parke, David Turnipseed, and David Wood (ex officio, nonvoting).

Web Advisory Committee (06-07 membership)

Judie Violette (Chair), Dan Coroian (ACITAS Representative), (ITPC Representative), Mike Kanning (ITS Representative), Bart Tyner (Web Manager), Peter Nowak (Assistant Web Manager), Jim Ferguson (ADCAC Representative), Steve Carr (ITPC Representative, for Susan Hannah), Mark Franke (SIS/Enrollment Management Representative), Marge Kimble, Bob Kostrubanic, Irene Walters, and a Student Representative to be named.