INFORMATION TECHNOLOGY POLICY COMMITTEE

MINUTES OF THE MEETING OF JUNE 16, 2005

Jack Dahl called the seventy-first meeting of the Committee to order at 9 A.M. in ET 206.

Other members present: Tiff Adkins, Deb Conklin, Jim Ferguson, Mark Franke, Bob Kostrubanic, Judie Violette, and Gerard Voland.

Approval of Minutes	Minutes from the May 19 meeting were approved.
Survey Software Recommendation	Gail Rathbun reported on the activities of the ad hoc committee formed to address survey software needs in both administrative and instructional areas. The Scantron process will continue to be used for student evaluations of faculty, and paper-based surveys will still be needed for use in non-computer settings. Seven products were considered for Web-based surveys. Web Surveyor was chosen, and Continuing Studies has agreed to provide initial funding. Five concurrent developers will be allowed, with an unlimited number of surveys and unlimited numbers of respondents. Training will be provided, starting in October. MyIPFW will be used frequently as the means of soliciting responses to surveys. The software can support population-driven surveys, with follow up processes for non-responders.
	Human Subjects clearance will often be an issue. Informing respondents of the purpose of the survey should be considered. CELT will also present information on improving survey design.
Mass Communication Policy and Guidelines	Jack Dahl distributed the latest draft of the policy statement. One question was asked about whether the Student Life office publishes anything about the topic. (They do not.) The group approved the draft for presentation to the Chancellor's Executive Staff.

SSN/Security Processes	Jim Ferguson reported on a recent meeting in West Lafayette in which President Jischke made the elimination of SSN's the top priority for systems maintenance. This priority includes IPFW systems, and efforts to identify current usage are underway. Bob Kostrubanic added that the university's obligations to protect privacy are increasing and that the intended solution is the establishment of a global IPFW ID system. Linkages with the new IU ID system are also being reviewed.
Other	Bob Kostrubanic reported that commitments have been made for nearly all of the PC's being removed from the student labs in the summer upgrade process.
	Bob Kostrubanic also reported that Web site improvements are being studied, including selection of a content-management software package and search engine improvements/replacement.
	Bob Kostrubanic also reported that the Banner 7 upgrade is being planned for March, 2006, with off-site backup files maintained at Indiana Data Center.
Future Agenda Items	Await discussions by the academic and administrative user committees and other constituencies of possible imaging systems for the campus.
	Implementation of network inventory software
	Report on plans for ending use of Windows 95 and 98
	Report on plans for replacing obsolete computer equipment
	Report on GIS software selection and funding (announcement to be made by ITS)
	Plans for expanding the laptop computing pilot projects
	Plans for expanding wireless access

Meeting Schedule for 2005-06

Meetings for 2006-06 have been scheduled in ET 206, 9-10:30 for

August 18 [cancelled]	February 16
September 15 [end by 10 am]	March 16
October 20	April 20
November 17	May 18
December 15	June 15
January 19	

Glossary of Committees (Note membership year)

ITPC - Information Technology Policy Committee (05-06 membership)

Susan Hannah (Co-chair), Walt Branson (Co-chair), Tiff Adkins (ACITAS Representative for 04-05), Deb Conklin, Jack Dahl, Jim Ferguson, Mark Franke, Bob Kostrubanic, Marc Lipman, Edna Neal, Judie Violette, Gerard Voland, and IPSGA President/Designee.

ACITAS – Academic Computing and Information Technology Advisory Subcommittee (04-05 membership)

Tiffin Adkins, Samantha Birk (ex officio), George Bullion, Dan Coroian, John Fitzgerald (ex officio), Brad Gilbreath, Bob Kostrubanic (ex officio, non-voting), Linda Meyer, Ken Modesitt, Ed Moritz, Don Mueller, Robert Murray, Mark Myers, Ko Otani, Judie Violette (ex officio), Michael Wolf, plus a distance education representative to be named.

ADCAC – Administrative Computing Advisory Committee (04-05 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 (04-05 membership)

Susan Hannah (Chair), Ben Christy, Jeanette Clausen, Deb Conklin, Jack Dahl, Carl Drummond, Barry Hancock, Jim Jones, Barry Kanpol, Bob Kostrubanic (guest), Marc Lipman, Steve Sarratore, Judie Violette, Gerard Voland, and John Wellington.

DECCO – Distance Education Coordinating Committee (04-05 membership)

Sam Birk, George Bullion, Susan Byers, Deb Conklin, Marcia Dixon, John Fitzgerald, Susan Hannah, Carol Isaacs, Bob Kostrubanic, Dennis Marshall, Patrick McLaughlin, Al Pugh, Carol Sternberger, and Judie Violette.

SIS Banner Steering Committee (04-05 membership)

Mark Franke (Chair), Bill Bruening, Sue DeChant, Frank Guzik, Jenna Henson, Laurie Herbrand, Carol Isaacs, Mike Kanning, Mary Lehto, Julie Litmer Schwaller, Valerie Matthews, Patrick McLaughlin, Pam Michalec, and Joel Wenger.

Distance Education Subcommittee (04-05 membership)

George Bullion, Tony Cardenas (ex officio, non-voting), Deb Conklin (ex officio, non-voting), Jack Dahl (ex officio), John Fitzgerald (ex officio, non-voting), Linda Hite, Thomas Laverghetta, Mary Lehto (ex officio, nonvoting), Linda Meyer, Ramesh Narang, and Robert Sedlmeyer. Richard Weiner.

Web Advisory Committee (04-05 membership)

Judie Violette (Chair), Marge Kimble (ACITAS Representative), (ITPC Representative), Tahmoures Salman (Student 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), Bob Kostrubanic, Irene Walters.