Present: Evelyn Babey, Faye Borthick, Laura Burtle, Reid Christenberry, Missy Cody, Randy De Kler, Gayla Domke, Bill Evans, Dan Hickey, Scott Owen, Shirley Tastad, Bill Waugh

Absent: Richard Baskerville, Tim Crimmins, Larry Kelley, Randy Jones, Roger Morin, John Neel, Bill Nelson, Palak Patel, Carla Relaford, Richard Welke, Patrick Wiseman

Also Present: Bill Paraska, Director, UCCS

Minutes: The October 21 minutes were approved as distributed.

Teaching/Learning Technology Subcommittee: The Subcommittee met Friday, November 19 and discussed:

1. Structuring resources for a Teaching Learning Technology Center
   Developed and distributed a working draft for a functional structure for discussion. See
   TLTS is developing goals and objectives. They welcome ISAT member's comments in their web discussions.

2. Georgia State's Internet Connection
   They agreed Georgia State's Internet connection is not stable and that Internet speeds are much slower than Georgia Tech's and other direct connections. Bill Paraska said PeachNet is trying to improve connectivity and Georgia State is looking at alternatives, such as a direct connection.

3. Software installation in the computer labs and classrooms.
   Office 2000 software has been installed and because of running all software plus faculty software and the training involved, Office/Windows 397/’98 will be removed. Discussion ensued about time to remove Office/Windows397/’98 as textbooks were ordered for the 397/’98 version.

Information Technology Support Subcommittee: Since the newly formed committee did not meet, there was no report.

Peachnet Issues: Everyone is acutely aware of Georgia State's connectivity problems. Historically, the University System (through PeachNet) has provided two T1 connections to Universities. Georgia State has four because of GIL and GALILEO needs and our status as a research university. The Georgia State connection to PeachNet was subsequently moved to a dedicated fiber link to Georgia Tech and until recently, there were no constraints applied to campus use of as much bandwidth as was needed. With the fall term, Georgia State began to experience saturation and delays on its connectivity to Internet1. For the past four years, UGS school staffs have not been proactive in planning for increased bandwidth needs, and now problems are beginning to surface. Added to this scenario is the fact that the Chancellor feels institutions ought to pay for this service rather than the University System.

Temporary solutions: IS&T's University Computing and Communications Services (UCCS) has written procedures for reconfiguring current versions of Netscape and Internet Explorer browsers for Web Proxy.

See: [http://www.gsu.edu/~wwwccs/documentation_library/reconfigure_for_web_proxy.htm](http://www.gsu.edu/~wwwccs/documentation_library/reconfigure_for_web_proxy.htm).

OIIT decided to improve services despite the planned reorganization. They have turned on extra capacity and are continuing to do balancing and tuning. Although bandwidth needs are doubling every three to six months, they have indicated the allocation will be the same in 1999 as it was in 1995.

Based on these problems and poor expectations for better service in the immediate future, Bill Paraska reported he is talking with a number of service providers. With no idea of what the current demand is (since PeachNet is unable to monitor GSU usage), he is looking at 10MG line at $60,000 per year or 45MG line at $180,000 per year. The contract will include a meter to monitor usage. Connectivity for students and faculty will be invisible. Bill also feels a service
provider directly aligned with Georgia State is still viable and will be more responsive to the needs of Georgia State rather than putting more money into PeachNet. Bill will ask for quantitative data from a variety of ISPs to determine range of service to acquire, if needed. He reported residence halls would be limited to smaller bandwidth.

Reid reported on his meeting with the Board of Regent's Telecom Costing Committee in which they discussed how to recover the cost of voice over IP (including savings of long distance costs). PeachNet lost a bid on service proposal because the RFP omitted critical local issues that needed to be addressed. PeachNet included those issues, but competitors did not. Unable to win this bid, PeachNet will experience a $2.4 million deficit. In the future, PeachNet will consider focusing on higher education, eliminating service to K-12 and libraries.

Another issue the committee discussed is the problem of losing research funding without faster/available bandwidth. The campus is dependent on the Internet, using it for teaching, research, and recruiting. Missy encouraged the committee members to balance their college's FACP requests against IS&T's request for these kinds of services and suggested a position paper should be written outlining the committee's stand on this.

**Action:** Reid and Bill will write a position paper on the problems, possible solutions and plans for staying ahead of the curve, and send it to Scott for distribution.

**Strategic Planning Committee:** Faye said the committee had not met. Scott will check with Ron about ISAT Committee's official input.

**General Issues (Bill Paraska):** A draft policy on "E-Mail Access and Message Retention" was distributed for the Committee's review. The growth of E-mails and the storage space for them was discussed in a Deans meeting earlier this year and the Deans agreed to establish a standard for acceptable storage periods. Bill asked the committee to review the paper and let him know if there were objections. The committee approved the plans outlined in the policy.

Bill followed with a discussion of "Infrastructure Issues." This included Prioritization of Net2 Buildings, Prioritization of PBX Buildings, ISP Budget Planning Estimate, and Operations Center UPS Estimate. Call Dolores Waters (extension 1-3470) for copies of the "Infrastructure Issues" paper.

**Funding Issues:** Reid shared tentative funding requests, outlining staffing, operational, and one-time needs. He asked the committee to let him know if they feel other areas needed to be addressed.

Next meeting is Thursday, December 16, 3:00 p.m.

Meeting adjourned at 4:10 p.m.