Senate Information Systems & Technology Committee
November 16, 2000
2:00 p.m.
Golden Key Executive Board Room

Present: Evelyn Babey, Al Baumstark, Faye Borthick, Laura Burtle, Reid Christenberry, Missy Cody, James DeLisle, Bill Evans, Marty Grace, James Jones, Bill Nelson, Scott Owen, Carla Relaford, Shirley Tastad

Absent: Richard Baskerville, Kareem Bishi, Murray Brown, Tim Crimmins, Kelly Davis, Charles Gilbreath, Omar Hajsaleh, Al McWilliams, Valerie Miller, Detmar Straub, Adila Syeda, Ellen Taylor, Laura Taylor, Richard Welke, Patrick Wiseman

Also Attended: Mary Jane Casto

Minutes: Minutes were accepted as distributed.

Roadmap for FY2001 Action Plans: Mary Jane Casto, Director of Planning and Strategic Initiatives in IS&T, presented and reviewed the paper entitled “Roadmap for FY2001 Action Plan.” Attached to the Roadmap were: Excerpts from both the University and IT Strategic Plans, and Current and Proposed FY 2001 Projects. Two steps of the Roadmap have been accomplished:

1. Develop a list of proposed projects
2. Assess the relationships between the proposed projects.

Mary Jane asked for the committee’s agreement to continue with the following:

3. Align IT Strategic Plan to the new University Strategic Plan by producing a “red-lined” draft for review by ISAT Senate Committee in January 2001.
4. Group projects appropriately and relate to the draft IT Strategic Plan.
5. Flow new planned items into draft IT strategic plan, as appropriate. (Student Technology Fee projects and possibly others.)
6. ISAT Senate Committee recommends the revised IT Strategic Plan to the full Senate for adoption.

As an explanation, Reid Christenberry outlined the attempts of the University System to develop an IT Master Plan and how the Georgia Technology Authority and Larry Singer, the State CIO, view the process. To bring the committee up to date, Reid will electronically forward a letter from Vice Chancellor Randall Thursby outlining new IT purchasing policies recently implemented by the Board of Regents. These are to comply with new, strict procedures being implemented for other state agencies. Reid stated that we would be well served to continue our strategic IT planning and make it current with our university strategic plan. He asked the committee to be involved in the discussion of the revised IT strategic plan by writing comments to either Mary Jane Casto (mjcasto@gsu.edu) or him (Reid.Christenberry@gsu.edu). This will be brought back to the December meeting for further comments.

Student Tech Fees
On November 16, Reid’s letter to each person whose proposal was approved in whole or in part was hand delivered. In January, the process of allocation in semesters will be activated. Input will be solicited
regarding how the process might be improved on the next cycle.

**TLTS Report**
Missy distributed and reviewed a memo the TLTS sent to the ad hoc joint committee of APACE and Admissions and Standards Committees of the GSU Senate in response to their proposal to specify a new set of standards for reviewing courses with strong technology components. TLTS presented these proposed amendments to the faculty handbook consistent with discussions in the joint meeting of APACE and Admissions and Standards Committee for this committee’s consideration. The memo redlined suggested changes and provided rationales for the changes.

There was considerable discussion about the guidelines for Americans with Disabilities Act and where these guidelines could be found. Everyone agreed it would be difficult to change overnight e-course materials that have been developed over the past several years. It was also suggested that the ADA guidelines be put on the web and in the Faculty Handbook. In response to concerns raised by committee members, Section 401.06, last sentence, was recommended to be changed to read: “Faculty will strive to select textbooks and other course materials that comply with requirements . . .”

In response to committee discussions, the last sentence of Section 402.01 was recommended to be: “The instructor will make a reasonable effort to ensure the integrity . . .”

The committee members felt with these changes and the changes suggested by the TLTS committee that this more accurately reflected what is needed. ISAT Committee members voted in favor of moving forward with the memo as amended.

Carla Relaford and Faye Borthick will represent this committee on the ad hoc committee on technology-enhanced and technology-delivered courses of the Senate Executive Committee.

**IT Support Subcommittee Report**
James Jones said that Bill Paraska reported to the ITSS that the cost for WinZip Site License, based on 5,500 Faculty/Staff and 700 student open lab machines, would be $25,000 for the license. This does not include students (which would be addressed as a tech fee issue). His recommendation would be to use a free-ware product, such as Alladin Expander. ITSS members said they prefer to use WINZip. Reid will find out the cost and add this to the IS&T budget “wait list” to purchase. James also reported they are awaiting a demo on the University Cold Fusion/ASP server.

**Information Security Committee (ISC) report**
Since this committee had not met, there was no report.

Because a reception for the establishment of TLTC, honoring Faye Borthick as its director, was scheduled at 3:00 p.m., the committee tabled the following to another scheduled meeting:
- Review of plans for Sparks Hall renovations (plans were distributed)
- Review of the proposal for GCB support services (document was distributed)
- Review of proposed student E-mail policy (draft policy was distributed)

Meeting adjourned 2:55 p.m.

Next meeting is scheduled for Tuesday, December 19, 3:00 p.m. in 718 General Classroom.