Senate Information System and Technology Committee
February 15, 2001
3:00 p.m.
718 General Classroom

Present: Murray Brown, Laura Burtle, Reid Christenberry, Missy Cody, Randy De Kler, James DeLisle, Bill Evans, James Jones, Valerie Miller, Bill Nelson, Scott Owen, Carla Relaford, Shirley Tastad, Patrick Wiseman

Absent: Richard Baskerville, Al Baumstark, Kareem Bishi, Faye Borthick, Tim Crimmins, Kelly Davis, Charles Gilbreath, Marty Grace, Omar Hajsaleh, Al McWilliams, Detmar Straub, Adila Syeda, Ellen Taylor, Laura Taylor, Richard Welke

Minutes: There were two corrections in the minutes. Patrick Wiseman was present for the January 19 meeting and Scott Owen asked that the sentence, “However, MS FrontPage has issues of its own,” be removed. With these two exceptions, the minutes were approved as distributed.

TLTS-Committee Report: As an outcome of the discussion of university-supported software, Missy Cody reported the TLTS-Committee’s consensus was there is a need for a more formal process for reviewing and recommending software to the University community. Dave Barrett (TLTS) and James Jones (ITSS) will co-chair a Software Review Subcommittee for TLTS and ITSS to recommend a review process, including a method of getting input from the University community. Committee members interested in serving on this subcommittee are invited to contact David Barrett (1-4094) or James Jones (1-4428). TLTS-Committee had several questions about the four Sparks Hall Classrooms that will be fitted as computer-equipped classrooms:

- Will the 49-seat classroom be tiered to improve sight lines
- Will window protection from natural light be available
- Will artificial light have dimming controls
- Might the 24-seat classrooms be reduced to 21-seat classrooms to improve space quality

The question of providing Internet access (including wireless technology) to the remaining classrooms was also discussed.

John Moore (VPI) will be the keynote speaker for the spring Technology Expo.

ITS-Committee Report: James Jones reported Reid discussed the new purchasing procedure and its impact on individual colleges and units in ITS-committee’s February 13 meeting. They also discussed perpetuation of retired faculty and staff e-mail accounts and clarification of roles. See Computer Accounts Policy. 2.3. “Upon retirement, faculty and staff members will receive continued access to their accounts as long as sufficient resources are available to support his success.” They feel there ought to be more specificity at this point about whose role it is to care for these accounts.

ITSC: Randy De Kler reported Art Vandenberg led a discussion of security issues related to the development and implementation of campus-wide electronic directory system in their February 8 meeting. For efficiency, ITSC membership is divided into the three following work groups: 1) Detection, Prevention, Response work
group with James Jones facilitating; 2) Campus Policies, Liz Talamas, facilitator; and, 3) Education and Awareness, Don Jones, facilitator. A session of their meeting is set aside for these work groups and then they reconvene as a full committee. Dazara Ware (representing the police department) and Kerry Heyward (representing the legal office) are new members of this group. They are looking for a member to represent E-Commerce. Bill Evans favorably commented on their website, which is www.gsu.edu/~wwwisc/.

**Banner Transition Team Report:** Bill Evans read the following correspondence from Ron Henry: “As of today, February 9, Bill Fritz will be the leader of the Banner Project and Cherise Peters will be the associate leader. Both Bill and Cherise will assume responsibility across the breadth of the project. Bill will move next week into the Banner Project offices in 10 Park Place. Please give your strong support to Bill and Cherise so that they can guide us successfully in our transition to a Banner Student information system. The entire university community needs to work collectively with the Banner team leaders and the Implementation team members who will be providing the crucial leadership to various Focus teams.” Bill Nelson suggested inviting Bill Fritz to sit in on the Senate ISAT Committee.

Valerie Miller informed the group when editing scheduling courses, they will be limited to 30 characters—no periods, slashes, colons—just text and numbers. Bill Nelson reported his concerns related to functionality. Reid explained Cornelius and Associates staff are working on a project plan and some of these things will be worked out. Valerie said she had also heard that the implementation would not be ready until Spring 2003. Reid replied there will be a phase-in implementation of administration, Financial Aid and Registration. Reid is meeting biweekly with Emory Moore of Cornelius and Associates, and from his conversation with him; it would be premature to say there will be a delay to Spring 2003; though there may be some delay because of dependencies. He assured the group that there would be “stress testing” before anything goes live. There will be an advance production in a test environment and focus groups will get this information.

**Draft Proposal on Student Technology Fee Committee:** Bill distributed a revised draft version of the “Draft Proposal for Standing Subcommittee on the Student Technology Fee of the Senate Committee on Information Systems and Technology.” This was reviewed by several entities and will continue to have reviews by other entities. After much discussion, Valerie motioned the proposal be approved with the deletion of the clause “to the Fiscal Advisory Committee to the President,” found in the second paragraph entitled “Mission.” Motion carried. Part of the stated concerns related to the fact that the ISAT Committee is better equipped to judge the university’s technology needs and the best advocate of recommendations FACP. Concerns were raised about the subcommittee membership. A cover letter will be written to the Deans to say they are encouraged to look at ISAT membership as they generate their list of people to serve on this subcommittee.

Reid distributed a Proposal for the Use of FY2002 Technology Fees and the timeframe needed to complete the approval and expenditure of these funds. In reviewing the Project deadlines, Bill Evans suggested he might have to convene an interim meeting of the Senate ISAT Committee for discussion of this process. The proposal will be sent electronically to the ISAT Committee members for their comments. Reid pointed out the necessity of including information on future proposals about space allocation and any impact on the University’s facilities infrastructure. When the proposal form is sent, a cover letter will direct the faculty and staff to look at the list of projects approved in the former FY quarter. It will also include a list of people to contact about questions they may have.

All Category 2 requests will be funded in either the spring or summer.

The Tech Fee Sticker has been created and Reid will send it electronically to the committee for review and comments. It will be “ink proof” and not easily removed. It will be placed either on the monitor or the keyboard. He will also look into software purchased by student fees to see if something could be added to say
“student fee at work” as it comes up so students will be aware it was purchased with their technology fees.

**Review of proposed Wireless Access Standard:** After several questions about process, the need to register, and which buildings will be wireless (the plaza, the Library and the Student Center), it was decided to table the discussion until Bill Paraska can be present to respond to these and other questions.

**Discussion of IT Strategic Planning:** Because the meeting had already run past its scheduled time, discussion of this was tabled until the next meeting.

Adjourned at 4:35 p.m.

An interim meeting is scheduled March 1, 4:00 p.m. in 718 General Classroom. The next regularly scheduled meeting is March 15, in 718 General Classroom.