Welcome and Introductions:

The meeting was called to order by Tim Bartness, presiding as Chair. Introductions were made and new members welcomed.

Minutes:

The minutes from the March 17 meeting were approved as submitted.

New Business:

Tim called for nominations for the Chair of the ISAT Committee. There were two nominees: Steve Harmon and Yi Pan. After a brief speech by both candidates, a written ballot was taken, with Dr. Pan being elected Chair. At this time, with thanks to Tim, Dr. Pan assumed the Chair’s seat.

Dr. Pan spoke about his time at Georgia State. He joined the faculty at Georgia State in 2000, and became a full professor in the fall of 2004. In January, 2005, Dean Lauren Adamson announced his appointment as the new chair of the Department of Computer Science. Dr. Pan replaced Marty Fraser, who served as department chair since 1998, and is retiring at the end of the academic year. Dr. Pan said he welcomes the challenge of chairing the ISAT Committee, and thanked everyone for their vote.

Student Print Credits Withdrawn:

This issue is brought to the Committee to explain the impact, not only on students, but also on IS&T. Last year the Student Technology Fee Subcommittee funded the UETS proposal at 50% ($3.75 = 75 pages @ 5¢ per page) and in prior years, the full amount of $7.50 was funded. Funded at 50%, students had to add money to their PantherCards to continue printing, as their free printing ran out in December, just before exams. This year the STFS voted to abolish subsidized printing for students. IS&T has supported student printing as well as the infrastructure to support the printing across the campus. With the withdrawal of Tech Fee funding there will be no money to pay for the Uniprint license and server management. Nor will there be funding for print cartridges, paper, and buying replacement printers in any of the campus facilities currently operated by IS&T or the other labs involved in the print credit process. There is currently no plan for subsidizing IS&T to continue providing these services. Student printing will become a fee for service function based upon the number of pages printed, and the cost will have to be established.
Suggested actions:

1) Form a group of people most closely related to the issue to evaluate the process for delivering printing services to students, and develop a solution.

2) Determine who has the authority to establish rates.

3) Ensure that the rate established includes all overhead, support and equipment in order to get an accurate cost calculation. The rate has to be enough to recover cost.

4) Determine if the PantherCard office should assume the entire student printing process, with support from IS&T (if needed) provided via a Service Level Agreement.

5) Determine the role of the ISAT committee in regards to the student printing issue.

6) Review rate every year.

7) Bring cost estimate to the Committee at the next meeting.

8) JL will contact Joe Amador to prepare some figures.

2005-2006 Meeting Calendar:

Unless otherwise noted, meetings are held in 718 General Classroom Building, 1:30 – 3:00 PM.

2005
May 19 (Will be held in 005 Aderhold Learning Center)
June 16 *
July 21 *
August 18
September 22
October 27
November 17
December 15

2006
January 19
February 16
March 23
April 27 (Organizational Meeting for 2006-2007 Committee)

May 19 Meeting:

Karen Benitez from NetworkD will speak at the May 19 ISAT meeting on “Opportunities and Best Practices in IT Customer Service in University Environments.” The meeting will be held in 005 Aderhold Learning Center.

JL will place these items on the May 19 agenda:
- Georgia State University Security Plan – Overview
- IT Security Review from Auditors / Board of Regents
**June and July Meetings:**

Unless there is specific business to attend to, the June and July meetings will not be held; however, we will hold the dates in reserve in the event the meetings are needed.

**Old Business:**

**University Information Systems Use Policy:** The Legal Affairs department recently discovered that Section 6.0 of the University Information Systems Use Policy was worded to imply that the Information Security Officer MUST be notified for any alleged violation of policies, which was not the intent of the Policy. They recommended changing the wording to clarify that section.

Mary Jane reported that the proposed changes by the Legal Department are now official, after being approved by the Administrative Council on April 6, 2005.

The old version read:

6.0 Reporting Violations

Users shall report alleged violations of any of the catalogued Policies to the University’s Information Security Officer who will investigate the alleged violations and, if appropriate, refer the matter to University disciplinary and/or law enforcement authorities...

It now reads:

6.0 Reporting Violations

Alleged violations of the Policies should be reported to the appropriate University disciplinary and/or law enforcement authorities. If the alleged violation could pose a security hazard to the University’s technology resources, the alleged violation should also be reported to the University’s Information Security Officer for appropriate action to secure the affected technology resources...

**ADA Committee:** Dr. Pan recalled that at the last meeting, a sub-committee was formed to look at the proposal from the University ADA/504 Advisory Committee for Web Accessibility. Agreeing to serve on the committee are: J. L. Albert (or designee), David Cheshire, Missy Cody, James Jones, and Cherise Peters (or designee). It was decided that a representative from the Law School should be selected, and any others that the subcommittee deems necessary. David has been trying to get the group together for their initial meeting. Dr. Pan encouraged the sub-committee to begin their work. He would like a report at the next meeting if possible.

**Meeting Adjournment:**

With no further business, the meeting adjourned at 2:30 PM.

Respectfully submitted this 2nd day of May, 2005,