

ITEC Advisory Council (IAC) Meeting Minutes
Friday, August 19, 2005
2:30 to 4:30 PM
Provost's Conference Room 106 Administration Building
<http://iac.colostate.edu>

Attendees (members): Mike Brake, CASA; Pat Burns (Chair), AVPIIT; Bryan Carney, VPD&UA; Larry Cobb, CVMBS; Jim Cox, CNS; Bill Haid, VPSA Don Hesser, IS; Sally Hibbitt, OIS; James Lyall, CAHS; Ed Peyronnin, CAS; Jon Schroth, COB; Jordan Fritz (for Rick Simpson), DCE; Ron Splittgerber, VPR; and Ruth Willson, Agencies.

Guests: Scott Baily, ACNS; Melody Brake, ACNS; and Rusty Scott, ACNS.

1. Introductions redux – Burns
 - a. Burns has asked the Vice President for Administrative Services to appoint a member to the IAC, as specified in the Charter.
2. Approval of Minutes (see <http://iac.colostate.edu/?page=minutes>) – Burns
 - a. Approved unanimously with no changes.
3. Additions or changes to this agenda – Burns
 - a. Added items 15 and 16 below.

ITEC approvals at the 2005-07-21 meeting (see <http://itec.colostate.edu/?page=minutes>)

4. CSU IT Security Policy Ver. 1.4 – Burns
 - a. CASHNet requirement is to be implemented as a “soft” standard, currently as a “target” for development; B&FS will be working with all on-line merchants in a discovery process, and will report back to ITEC at their September meeting
5. Personal Records Privacy and Security Policy Ver. 1.1 – Burns
6. Building Rewire Policy Ver. 1.0 (see <http://www.acns.colostate.edu/?page=policies>) – Baily
 - a. ITEC agreed with the policy that units purchase their own electronics
 - b. CETT Phase 2 to reimburse the total cost of the CETT rewire

Matters to consider for recommending to ITEC

7. CSU IT Security Policy DRAFT Ver. 1.5 (Attachment A, as amended) – unanimously approved, as amended, for recommendation to the ITEC.
 - a. Cleaning sensitive information from all types of media before disposal – Baily
 - i. Baily has identified a device to degauss tapes and other media to DoD standards, and the operators at main site have agreed to degauss media. Burns and Baily are to meet with Purchasing and Surplus Property to ensure they are in accordance with this direction, and report back to the IAC at its next meeting
 - b. ACNS web page for IT security self reporting
 - i. The web page is ready. Baily is currently assembling lists of those who will be respondents.

Information and discussion items/status updates

8. Issues raised by President Penley – Burns
 - a. Archiving and back-up policies for email and CORA implications – Burns and Scott asked for units to respond with their archiving and back-up policies for email, if they have not already done so.

- b. Better support for faculty use of technology: technology in classrooms, multimedia technology, content production, WebCT, etc. – Burns will work with the CITA group to schedule a meeting to begin brainstorming on how to address this topic, and include staff from ACNS and OIS in that meeting.
9. Personal Response Systems (clickers) – Hibbitt
- a. List of rooms and receiver types distributed as Attachment B
 - b. Burns explained the philosophy is to continue to meet current demand for clicker systems, but minimally, as the current proprietary technology is “churning” rapidly and standardized devices are expected to emerge over the next several years.
 - c. ACNS agreed to purchase a small number of clickers, and install receivers in Weber 202. If receivers can not be donated, they will be purchased.
 - d. Compatibility problems exist between new and old clicker systems and receivers, as indicated in the table below. OIS has made signs they will post in the classrooms with clicker systems indicating which clickers will work in each.

		Receivers	
		Old	New
Clickers	Old	Works, no acknowledgement	Does not work
	New	Works, no acknowledgement	Works, with acknowledgement

10. CSUID (Attachment C, as amended) – Burns
- a. – unanimously approved, as amended, for recommendation to the ITEC
11. Calendaring Committee Report – Scott
- a. Typically, calendaring systems are also integrated with email and other services, such as directory services, complicating the situation.
 - b. The committee is close to developing a recommendation, and will report back at the next IAC meeting.
12. WebCT Committee Report – Brake, Hibbitt, Scott
- a. The committee is looking at new versions of WebCT, as well as other Learning Management Systems, with a target date for implementation of being ready for the fall semester of 2006.
 - b. A “warm” spare WebCT system is almost ready for deployment.
13. Cellular initiative – Burns
- a. The University is in the process of negotiating a contract with Sprint that is expected to be completed in the next month or two.
14. ITFS initiative – Baily
- a. The University is close to signing agreements with Sprint to proceed with a trial in collaboration with Sprint. Deployment is expected this fall. The current systems looks both faster and to have an increased range over the previous system.
15. PDI – Hibbitt called for sessions or requests for sessions in the PDI that will be delivered in January 2006. Hibbitt will bring a draft PDI agenda to the next IAC meeting.
16. POP mail – The IAC approved the discontinuance of POP mail on central systems, effective October 15, 2005. ACNS will get lists of POP users to IAC members so that they may work with them to transition their email service from POP prior to this event.

Items remaining on the IAC’s agenda

- 17. E-mail communication – not addressed.