ACADEMIC INFORMATION RESOURCES COMMITTEE 00-06
Meeting Date: February 1, 2001
Approved: 2/15/01

PRESENT: A. Bloom (Chair), D. Cardoza, J. Faust, D. Holland, B. Krilowicz, J. Lister, S. Wernal

EXCUSED: V. Seaman, J. Wiebe

1. Announcements
None.

2. Intent to Raise Questions (Responses Attached)
D. Holland: Will the College of Arts and Letters ITC be replaced?

Please see the attached memo and attachment that explains the recent changes in ITC support for the College of Arts and Letters.

3. Approval of the Agenda
It was m/s/p to approve the agenda.

4. Approval of the Minutes
It was m/s/p to approve the 1/18/01 minutes.

5. Liaison Reports
- J. Lister – A demo of the Golden Eagle Territory (GET) web site will be presented to the ASI Board. A definite date has not been confirmed.
- J. Faust, Exec. Committee – (1) Some faculty are complaining that there is not enough support provided for WebCT. (2) Melva Irvin is coordinating a Web CT Survey.

6. ATS Update
S. Pollard –
- In response to the report from Executive Committee report on WebCT, the administration of WebCT is shared by both FITSC and ATS. ATS is responsible for insuring the server is up and running and that current versions of WebCT (updates) are installed. ATS also troubleshoots server side problems and works with WebCT technical support to resolve faculty reported problems. FITSC is responsible for administration of the WebCT program, creates courses and trains faculty in the use of WebCT. Student use of WebCT has been the responsibility of the instructor, but ATS maintains student guides in all of the Open Access Labs and all lab consultants are trained in the use of WebCT. FITSC, with consultation from ATS, has designed a student friendly handout to also assist and is being given to students who come to FITSC with a problem.
- Office 2001 for Mac will be distributed on new machines. Runs on OS 9. Office 2001 for PC is not available yet.
- Handing out copy of Technology Use Survey that was developed with CETL. This survey is being targeted for distribution in Spring 2001 to faculty who are using WebCT or teaching a web-based course.

7. Technical Proficiency for Students
J. Faust reported that there was no response from the Executive Committee. A. Bloom will contact S. Cash regarding attending an upcoming meeting.

8. The CSU at the Beginning of the 21st Century
The document was forwarded from the Executive Committee, and distributed to the committee for review and comments at the next meeting.

The minutes respectfully submitted by
Desdemona Cardoza, Vice President
Information Resources Management

ATS

Memo

To: All Arts and Letter Faculty and Staff

From: Stephen K. Pollard, Assistant Vice-President for Academic Information Services

CC: ATS Managers, D. Cardoza

Date: 1/23/01

Re: Changes in ITC Support

Changes in ITC Support for the College of Arts and Letters

Greetings.

This is to inform all Faculty and Staff in the College of Arts and Letters of recent changes with respect to providing support for information technology.

1. Effective December 31, 2000, Men Tran has resigned as the College's ITC. He has taken a position as manager of the Modern Language Lab here at Cal State LA.

2. After consultation with Dean Carl Selkin and the AVPAA Andrew Winnick, it was agreed that a new model of support for the College of Arts and Letters would be implemented. This model relies on highly trained student technology assistants backed by ATS staff. This provides a wider range of support staff to service the College's faculty and staff needs.

3. ATS management and staff will also provide assistance with respect to technology planning, the College's baseline needs and administrative workflow.

4. We have streamlined the process to access information technology support by setting up a single point of contact for Arts and Letters Faculty and Staff. The phone number, email address and the process is listed on the back of this memo.

Please do not hesitate to contact either myself at x4533, spollar@calstatela.edu or Chris Kaufman, Manager of Users Services, ckaufma@calstatela.edu if you have questions or require additional information.