

Meeting Date: October 15, 2001

Approved: 11/01/01

PRESENT: J. Faust, D. Frankl, C. Khachikian, B. Krilowicz, C. Lagier, L. Padilla, S. Pollard, V. Seaman, F. Wu, H. Yu

EXCUSED: J. Wiebe

1. Announcements

Committee members introduced themselves. New members were welcomed, returning members were welcomed back.

B. Krilowicz met with William Taylor to discuss directions for the committee for the upcoming year. One issue they might like us to discuss is fair use and copyright issues, but would like to wait for discussion with the Executive Committee.

The survey on assessment of technology in instruction was not administered last year, but will be revisited this year. The AIRC will provide guidance.

Overview for the quarter:

- Nov. 1, Update on FITSC - Gayle Burns. She will be invited on a quarterly basis.
- Review role of technology in the University and discuss how to expand dialogue (Colleges and Departments)
- Nov. 15, CMS/PeopleSoft Update – P. Quan

2. Intent to Raise Questions

J. Faust asked what is the role of ATS with regard to FITSC? Where should faculty go for help?

The answer to this question will be addressed in upcoming AIRC meetings.

F. Wu asked when will the computers be reconnected? Faculty in B&E are still having problems logging on since the virus.

S. Pollard responded that ITC's were given a disk to clean up all the computers and it should have been completed by now. Please email him the faculty names that are still having problems.

H. Yu asked whether we could have a uniform username and password for students. Can students choose their own password when they register? When will they get the web-based password change?

S. Pollard responded that the long-term goal is to have a uniform username and password. Regarding choosing their own password, they can change it once they are assigned an account. Web-based password change is scheduled to be effective Spring 02.

V. Seaman asked will MOCHA return or do we have to wait for PeopleSoft?

S. Pollard responded that IRM and Student Affairs are looking at another web-based alternative as well as the issue of remote access to OASIS

3. Approval of the Agenda

It was m/s/p to approve the agenda.

4. Approval of the Minutes

The May 17, 2001 minutes were approved by mail.

5. Liaison Reports

- None.

6. ATS Update – S. Pollard

- The 3rd Annual Tech Ed Expo was held on October 4. 20 faculty members participated as well as vendors whose products we are currently using on campus.
- During the summer an email was sent to faculty asking for their ‘one wish’. About 200 faculty responded; the two most requested wishes were for faster connection to the internet on campus; and for more TEC rooms. The entire list of requests will be shared with the committee once they are compiled.
- Steve Pollard, ATS, Gayle Burns, FITSC and A. Winnick met to discuss on the issue of support for faculty from ATS and FITSC. ATS has provided a Guide to ATS Services, which lists all the services available as well as updated information on the web. S. Pollard will provide more information before the next meeting. Gayle Burns will discuss FITSC and its role at the November 1, 2001 meeting.

7. ADA Compliance Update – S. Pollard

Section 508, which applies to website accessibility went into effect on June 21, 2001 and applies only to Federal Agencies websites. ATS has put together a website with information for campus webmasters as well as faculty who utilize the web at: <http://www.calstatela.edu/ats/desktop/508/>

8. Technology Support and Service Level Standards Survey Update – S. Pollard

Results of the last ITC Customer Survey will be distributed at the next meeting.

9. New Web Management Procedure Update – S. Pollard

The University Web Committee consists of representatives from each vice presidential division and Athletics. A representative of Public Affairs serves as the Executive

Secretary. The administrative procedure is on the web on at:
http://www.calstatela.edu/univ/admfin/procedures/web_site.pdf. The procedure will not affect the instructional web pages. Tools will be developed for designing new pages to become ADA compliant. The Web Committee will run a series of focus groups; the campus will begin to see the new pages by the beginning of the Spring 02 Quarter. This will have no direct impact on the faculty instructional web pages.

10. Policy on FERP Refresh of Baseline Machines Discussion – S. Pollard/B. Krilowicz
The current baseline policy on refresh of workstations for faculty who FERP was discussed. J. Faust will check with Executive Committee on FERP Policy.
11. Introduction of Next Meeting – B Krilowicz
Discussed under Announcements.
12. Adjournment
m/s/p to adjourn.

The minutes respectfully submitted by
Stephen Pollard, Assistant Vice President
Information Resources Management