

ACADEMIC INFORMATION RESOURCES COMMITTEE

02-03

Meeting Date: November 21, 2002

Approved 12/05/02

PRESENT: B. Bellman, S. Hawkins, R. Hayes, N. Hunt, C. Khachikian (Chair), N. Kudo-Hombo, D. Kwok, H. Yu

EXCUSED: V. Seaman, F. Zhou

GUESTS: G. Burns, C. Campbell, P. Quan

1. Announcements

None.

2. Intent to Raise Questions

None.

3. Approval of the Agenda

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

4. Approval of the Minutes

It was m/s/p to approve the Minutes of October 17, 2002.

5. E-mail Privacy Policy

The item was tabled to the Winter quarter after much discussion.

6. Transplanting your data and settings from one PC to another – C. Campbell

ATS is testing a software called PC Transplant which will be used to refresh the images on faculty workstations when their computers are being replaced. PC Transplant will reduce the time it usually takes to back up all the files.

7. Academic Technology Projects Survey – G. Burns

A memo from the CO requesting submission of exemplar campus academic technology projects was distributed. Send your submissions to G. Burns by December 2, 2002.

8. Information Technology Plans

After discussion, the committee decided to review two plans, ECST and Library, for common themes and prioritize their strategic goals for the 2-year plan.

9. ATS Update -- N. Kudo-Hombo

- We are continuing with the WebCT Project; the new server has arrived;
- ATS will be a part of the Central Printing Solution for student printing in the labs;
- TII Update: First building the contractors will work on is Library North; they are currently performing site surveys;
- A new web page has been created for the TII project which will include “A Message of the Day;”

- The next issue of InfoBits will focus on TII in a Q&A format with the AVPIRM;
- All IRM managers will be available to give PowerPoint presentations on TII project;
- Most TII work will be done at night to minimize disruption across the campus.

10. Liaison Reports

Associated Students, Inc. (ASI) -- None.

Baseline Committee -- None.

Executive Committee -- N. Hunt reported.

11. Adjournment

It was m/s/p to adjourn.

The minutes respectfully submitted by
Nancy Kudo-Hombo, Executive Secretary
IRM Fiscal Resource Manager