

PRESENT: R. Hayes, N. Kudo-Hombo, N. Hunt, C. Khachikian, V. Seaman,
J. Wiebe, H. Yu

EXCUSED: B. Bellman, R. Johnson-Smith

GUESTS: G. Burns, S. Conroy, H. Lujan, P. Quan, V. Ukpolo

1. Announcements

- The Microsoft contract expired. The new contract is with Select Licensing Program. Under the old contract, students were able to purchase a copy of the software for home use. Only faculty and staff can get copy of the software under the new contract.
- We will be rolling out Windows XP to the campus; however several machines need memory to be upgraded to 256K.
- Per campus legal counsel, campus e-mail is not private while using state equipment.
- L. Jordan, Director of Analytical Studies, passed away this past Tuesday night.

2. Intent to Raise Questions

H. Yu asked why is there a problem sending .exe files?

People receiving .exe files should contact the mail administrator for help in opening the documents.

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 December 5, 2002.

5. IRM/AA Reorganization

P. Quan, Assistant Vice President for Information Resource Management, H. Lujan, Provost and Vice President for Academic Affairs, and V. Ukpolo, Assistant Vice President for Academic Affairs, gave an overview of the reorganization of the two divisions. A new unit, Educational Support Services (ESS), has been created within the division of Academic Affairs and will oversee some of the academic functions formerly under IRM, as well as the functions of AIRC.

6. Academic Technology Advisory Committee

G. Burns, Director of the FITSC Lab, reported on the ATAC meeting, and that the ATPC will be visiting our campus on February 26 to survey faculty on their technology needs. Further information will be forwarded as the schedule is completed.

7. Telecommunication Initiative Infrastructure (TII)
S. Conroy, Interim Telecommunications Operations Supervisor, reported that scheduled timeframe for the project is October 02 to January 04. Phase I is underway; most work is completed at night, and contractors are currently working on the cable pathways for testing and toning. ITS meets every two weeks with the contractors to make sure projects are as scheduled. The TII website is <www.calstatela.edu/tii> submit comments, questions or get updated information.
8. ATS Update - N. Kudo-Hombo
 - 9 TEC rooms completed
 - 14 media rooms in Music Bldg. (6 paid for by Provost)
 - Currently there are 57 TEC rooms
 - Upgrading computers in large lecture halls
 - Extended support for TEC – MEC – EC with two emergency carts
 - Math lab will be refreshed with 30 workstations next week
 - The MAC refresh was completed
 - PCs refreshes will begin this quarter
 - XP Image will be rolled out by February
9. Liaison Reports
N. Hunt reported that the Executive Committee is currently discussing the reorganization; the new Dean position, and the role of faculty in technology.
10. ATS/MAC Support
It was m/s/p to have this item continued under the new reorganization.
11. Information Technology Plans
Tabled.
12. Adjournment
It was m/s/p to adjourn.

The minutes respectfully submitted by
Nancy Kudo-Hombo, Director
ITS Financial and Support Services