

Technology Committee Minutes

Meeting Date: September 25, 2012

12:30 Library L-144

Members Present:

Russell Kahn, Chair, Steven Wei (ESM), Larry Dunn (Eng Tech), Bruno Andiramanalimanana (CS), Ibrahim Yucel (CID), Naren Peddibhotla (Business), Paul Schulman (SBS), Jennifer Klimek-Yingling (Nursing)

Members Not Present:

Ex-officio, non-voting members Present: Carol Berger, Computer Resource Coordinator, Kevin Volo, Campus Instructional Technologist, Elizabeth Tolman, Information Services, Pat Healy, Infrastructure

Ex-officio, non-voting members not present:

Zachary Wasielewski, Web Designer

The official mission of the committee as described in the faculty bylaws (p. 12) Section G:

The Technology Committee shall have the following duties and responsibilities: to review and make recommendations with respect to the technological infrastructure, including, but not limited to computing, distance learning, and presentation systems, and policies and procedures associated with the use of technology in the institution's educational program.

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1. Approval of August minutes.
 2. Began looking at the school's [acceptable use policy](#) pointing out to Pat Healey areas we felt were most sensitive. Mr. Healey took note of our concerns and said that his department was willing to take a first pass at updating the policy and responding to our concerns and come back to the committee with a proposed edit and update. The committee agreed to this offer.

Notes regarding concerns about current acceptable use policy:

1. Access to faculty hardware should be limited to what is required for maintaining university software and hardware and ITS HelpDesk support.
2. IT services will log all accesses to faculty computers and what was obtained in each instance and faculty can obtain and review those logs.
3. Installation of software should not be viewed as approval to access any materials that may reside on faculty computers, such as documents, images, or research data, without prior approval from the faculty using those computers.
4. Assurances that any monitoring with ServiceDesk Plus software, or any other IT software, will not alter the configuration of faculty computers.

5. Review of all current and future cloud-based services and how they might be dealt with in the acceptable use policy
6. There was a discussion about how the policy deals with distribution of copyrighted materials

Pat Healy

- Explained that lab computer purchasing is being decided by IT based on cycles
- Similarly, purchasing of faculty computers is now decided by IT on a scheduled basis on a standard schedule. A computer purchasing policy is being written and will be shared with the committee.

Meeting adjourned at 1:50 p.m.

Next Meeting Oct. 23rd at 12:30 in L-144

- Continued discussion of acceptable use and software/hardware purchasing.