

**Academic Computing Committee
Meeting Minutes
February 10, 2003**

Members Present

J. Alvares [proxy: R. Gigliotti], E. Chapel, D. Deremer, T. Devlin, K. Hollister, L. Jenkins
[proxy: A. Cutler], AJ Kelton, M. Kruge [proxy: R. Prezant], J. Luttrupp, M. Mallery, R.
Salomon [proxy: A. Oppenheim], M. Topic, R. Wolfson

Members Absent

P. Campbell, G. Klajman, G. Newman, M. Saias,

Guests Present

M. Heller, E. Mayfield, J. Minier, L. Rodriguez, K. Tighe

Presiding: AJ Kelton, Chair Reporting: M. Mallery, Secretary

Distribution: ACC web

Convened: 4:03 p.m. [Library Special Collections Room]

Adjourned: 5:25 p.m.

1. Call to Order: The meeting was called to order at 4:03 p.m.
2. Minutes: The minutes of the November 11 and December 9 meetings were approved unanimously and will be posted to the ACC Web page.
3. Announcements:
 - Jenkins introduced Kevin Tighe, the new Technology Coordinator for the College of Education and Human Services (CEHS).
 - MSU Beyond Print program will be held on April 2 in the Student Center. John O'Brien and Susan Amirian are the coordinators.
 - EdTeXPo 2003 Annual Conference will be September 24. There will be a call for proposals in the next three to four weeks. AJ Kelton is the coordinator.
 - Mallery announced that the Electronic Reserves service is available through the Library's Circulation Department. Mallery distributed a flyer on E-Reserves. There will be an e-mail announcement sent to the campus in February.

4. Reports

Chair's Report: Nothing to report.

OIT Report: Chapel, substituting for Campbell, reported that IT completed PC replacement in the teaching and learning labs. In all, 700 units were replaced throughout the university. The PCs are supported through Novell Zenworks with remote console management. \$100,000 in equipment was delivered as per department requests. All top priority requests are being processed and scheduled for installation this week. Deremer asked how does the campus dispose of equipment, such as old monitor stands that are no longer useful. Chapel said faculty should speak to Purchasing.

5. General Orders:

Faculty Senate Nomination to Committees: Kelton noted that there was a third call for nominations to all Faculty Senate Committees with a due date of March 7th. ACC membership could change based on department nominations. Kelton will seek clarification from Sandra Collins on whether members are elected entirely by the Senate.

6. Ongoing Business:

Graduate School Representative: Chair is still waiting for the assignment of a graduate student as well as a Graduate School representative for the committee.

Lab Software Policy: Chapel reported that IT has a two-tier model for lab software installations: 1) Standard hardware build for all computer lab PCs with a standard complement of software; and 2) Curriculum-driven augmentation of PCs, where each college has local computing requirements, for which the Technology Coordinators provide installation and support.

Kelton volunteered to work with IT to put together an academic calendar for software installations, including deadlines and benchmarks for each department. Deremer asked that IT stagger the deadlines so that labs are not all shut down at once for installations. June 15 is the recommended deadline for Fall install requests. Chapel noted that there are always build revisions that must be done on schedule, and IT is working to accommodate both campus schedules and the changes in the marketplace.

Heller said that we need machines that are more flexible and not locked down. Students need to use plugin software on demand. He suggested that PCs could have software that refreshes the software without a problem when they are shut down. Rodriguez noted that the Library uses DeepFreeze software to do this on their public PCs, and it works well. Chapel discussed how Novell Zenworks can be used to do this, but testing will be required and the network might not be fast enough yet for a campus-wide implementation.

Blackboard Enterprise Project in SBUS: Salomon reported that two surveys went out to the SBUS faculty. Minier added that the SBUS Committee received a good response from the mid-term surveys. Chapel noted that summary statistics on the Blackboard project will be distributed via the ACC listserv.

7. New Business:

- TEACH, UCITA, Digital Rights Workshop: Rodriguez asked if the ACC could work with the Library to put together a subcommittee on copyright and digital rights management on campus. He noted the recent discussion on the TLTR listserv about the TEACH Act and follow-up questions on copyright that he received after the recent Plagiarism Workshop. The end result of the subcommittee could be a Brown Bag session or Digital Rights Workshop in the Fall. The consensus of the ACC was that the workshop is a good idea. Deremer noted that ethics is also a component of this discussion. Kelton will follow up with Rodriguez and there will be further discussion over the ACC listserv.

- Laptop Requirements for Students (as presented in the MSU Strategic Plan): Salomon requested that this discussion be prioritized for next meeting.
- SPSS/SAS/Required software use Lab Fee: Discussion tabled until a future meeting as Devlin requested to be present.

8. Adjournment: Motion to adjourn was made by Kruge; seconded by Salomon. The meeting was adjourned at 5:25 p.m.