Academic Computing Steering Committee
Meeting Minutes
May 21, 2007

The meeting was called to order at 1:05 PM

Present: Valerie Barr, Dave Cossey, Felmon Davis, Kristin Fox, Diane Keller, Doug Klein, Zoe Oxley and Scott Parrotta.

1. Minutes from the last meeting were unanimously approved.

2. CALEA. An educational program on CALEA will be developed in the fall. Felmon Davis will work on a format and finding speakers. ITS will contribute toward funding the event. If there is a computer focus, the event could qualify a Computer Science seminar.

3. Faculty Survey on electronic classrooms is in the final draft stage. It will be put into Zarca for review and then distributed to faculty.

4. Password policy – The document entitled “Password length and expiration policy changes to union.edu domain” was distributed and discussed.

5. Disaster Recovery and Business Continuity Plan – Faculty input may be more appropriate via focus groups rather than filling out the survey. The committee feels that in case of a disaster first priority is to get up the web site and second priority is the Blackboard system. A suggestion was made to investigate the collocation of sites with other similar institutions with an organization such as NITLE or CLAC spearheading this initiative.

6. Discussion of issues from the petition – Further actions planned:
   a. Survey on teleconferencing
   b. Research into Educause’s statistics to justify additional resources for ITS

7. Possible joint meeting with the Administrative Steering Committee to discuss
   a. Political Science petition courses
   b. Human Resources BITECH system
   c. Finance system
   d. Sophomore Year advising
   e. Robust central calendar

The meeting adjourned at 2:50 PM. The next meeting will be Monday, June 4th at 2 PM in the ITS conference room

Handouts:

1. Minutes from 5/7/07 meeting
2. Password length and expiration policy changes to union.edu domain