Minutes of Meetings:
October 3, 2000
Olin 102, 3:30 pm

Present: Batson, Cossey, Keller, Klein, McFadden, Sener, Smith, Wolf

Review of last meeting's minutes

The meeting was called to order at 3:30.

Classrooms

Budget

Copyright

Computing Policy

Distance Learning

Other announcements

Laptop requirements

Olin noise

OCS activities - Dave Cossey reported on recent OCS activities:

We are nearly ready to sign contracts for expanded internet access; OCS hopes to replace both Idol and the mail server before the end of Winter break.

Budget - Doug Klein reminded the Division representatives that it is essential that all budget requests, even those from Departments and offices
which do not now have capital budgets, include anticipated technology needs. This does not guarantee that all such needs will be met, but we need to develop a central clearing-house to consider these requests. Do not simply assume that OCS will provide needed equipment without asking for it.

**Working Groups** - Smaller working groups will be considering the following issues, which will be reported to the general Steering Committee as warranted:

*Campus computing guidelines* - Chuck Assini, the College's legal council, has informed us that aspects of our campus computing guidelines, web policy, and Resnet policies need to be overhauled. In addition, the College needs to have a Copyright policy that reflects the digital age. Tom Smith, Tom McFadden, and Dave Cossey are working with Chuck on these documents, which will be presented to this committee for review before they are finalized. [Click here](#) for links to current Union policies.

*Technical Literacy* - The College remains committed to establishing some technical literacy standards for students. A [draft proposal](#) was released by the [Technical Literacy Working Group](#) last spring. The group will continue to meet this year to finalize a plan.

*Copyright Policy* - Tom McFadden and Dave Cossey. [Click here](#) for resources on copyright and intellectual property rights policies.

*Intellectual Property Rights* - Tom McFadden, Dave Cossey, Doug Klein, Chuck Assini, Sue Lehrman.

*Archiving* - Tom McFadden, Dave Cossey, Tom Smith, Doug Klein will investigate how best to preserve for the College archives, electronic media such as the campus website. The questions include: how to take a snapshot of an essentially fluid medium like a website, and how to preserve it in a way that will be viewable in 50, 100, 200 years. The second of the two questions may pose the greatest challenge.

The meeting adjourned at 4:15 pm.
Note: No meeting next week

Next meeting: Tuesday, October 17, 2000, 3:30 pm, Olin 102.