Academic Computing Steering Committee
(AcCSC)

Minutes of Meetings:
October 4, 2001; Steinmetz 237, 1:30 pm

Present: Keller, Klein, McFadden, Sener, Smith, Traver

Review of last meeting's minutes

1. Update on last meeting's topics -
   - International Programs website is nearing completion; the IP office will begin entering data for our actual programs.
   - Monk-cam has arrived, Tom S. will work with ITS and Campus Operations to get it installed in the Nott. The mandala work begins Oct. 20.
   - Emergency power for machine room is under investigation by Physical Plant
   - Insurance for laptops will stay at $1000 deductible, per Ernie Conte. Faculty and staff with College notebooks will have to cover the deductible themselves. Diane K. will work on a new version of the laptop policy statement.

2. Library search. Tom M. reports that Schaffer Library is beginning the search for a new online catalog system. The vendor of our current system has been bought out by a competitor. We will be putting out an RFP later this year; in the meantime, a consultant be here next week begin the process. The Library expects the new system to be implemented by the summer of 2003. The system will be paid for from the Library technology budget.

[Point of clarification. The search for a new online catalog has been long anticipated (for at least several years), and the Library has been building funds from its technology endowment. It is a coincidence that the current vendor has been acquired, and that is not what
is driving the decision to search for a new system.
Added Oct. 11.]

3. **Network status.** We have had a hardware problem with router to go along with an assortment of viruses, power outages, and apparent vandalism. We need high-end network management hardware and software; ITS is working on a proposal for same, and will try to get it funded this year, out of possible surplus monies. ITS has also been encouraged to submit a list of networking needs that were not able to be budgeted in last summer's upgrade.

Our OC-3 line is still on hold, pending Verizon's schedule.

4. **Resource-25.** Heather Q. from ITS is phoning other colleges with R-25 installed to assess their satisfaction. Tom S. noted that we should try to get more user licenses that we might think we need at first, since each different calendar view requires another "seat".

5. **Web update.** Tom S. reported that College Relations is advertising for a web coordinator. This position replaces a campaign coordinator which was approved last year, but is not needed yet.

Tom also announced a new electronic news system that will launch soon. Alumni, faculty, staff, and current and prospective students can subscribe to receive weekly e-mail notifications about college news and events in their areas of interest.

6. **Web Advising Update.** With the addition of four new departments, we now have 10 departments (90+ faculty) fully enrolled in the new web advising software. So far the system is running very well.

As one possible next direction for integrated advising, we have been discussing electronic portfolios. These portfolios would be a way to share information among students and their various advisors (academic, major, minor, career).

See, for example, the portfolio sites of these 3 schools:
- Kalamazoo
7. **New member.** For next meeting, Cherrice T. will invite Josh Bauman (CS or CpE sophomore) to join the committee.

8. **As a reminder,** I carry these remarks, which will be incorporated into the new laptop policy:

We did not discuss the several outstanding issues in our notebook computer policy. We will consider them at a later meeting:

(1) treatment of notebooks bought with both College and personal funds,

(2) if, when, and for how much faculty or staff can buy the notebook from the College.

Regarding (1), it seems fair that if the notebook user leaves the College within 3 years, and has spent personal money, the College will reimburse on some pro-rated basis (e.g. using straight-line 36 month depreciation).

Regarding (2), we did not resolve the circumstances (if any) that a notebook user should be able to purchase it. One suggestion was simply to say no. Another suggestion was to allow purchase after 3 years for a percentage (25% or 30%) of the original College contribution.

The meeting adjourned at 2:30

Next meeting: October 11, 2001, 1:30, Steinmetz 237