Meeting was called to order at 12:55 pm

In attendance:


Absent:

- K. George, A. Meyghani ’13, A. Morris

1. Review and approval of Minutes from 1/28/2013.

2. Welcome Shushane Gupta ’15. Introductions were made and Shushane informed the committee that he is a Biology and Sociology major.

3. Google Apps For Education Decision

   a. The decision to migrate from the current Microsoft environment to Google Apps for Education will be emailed to Union faculty and staff this week.

4. Review of Policies

   a. The committee reviewed the Learning Management System (LMS) Course Retention Policy and approved the change of adding language about where instructions can be found to restore a backup of a Nexus course.

   b. The committee also reviewed the Electronic Classroom Scheduling Policy and approved changing the title of the policy from “Electronic Classrooms Scheduling Policy” to “Classroom Technology Support Policy for Special Events”, as well as the inclusion of “review sessions” to the definition of “regular academic activities”.

5. New Business

   a. The MISO Survey (i.e., a web-based, quantitative survey designed to measure how our constituents view library and computing services in higher education) was distributed by ITS and the Library to all faculty, staff (except ITS and Library staff), and 700 random students. Once the results are in, Ellen and Frances will bring the information back to the committee to figure out what needs to be addressed.
b. Communicating Important ITS Alerts: ITS Web Site (http://its.union.edu) contains important alerts on its home page. ITS also has a Twitter account at @UnionITS and tweets out all major alerts. 2 out of 3 faculty and the one student present in the meeting were aware of the alert area on the ITS website, but not the Twitter account.

c. What is the ITS policy for purchasing computer with dept/grant money? ITS does not prevent anyone from purchasing additional computers/equipment with dept/grant money. However, ITS recommends having a discussion with the Director of User Services, Kelly Andolina, to make sure the desired computer/equipment meets required needs, has the best pricing, is something ITS can support, and can be installed safely and appropriately. Kelly can also help with any warranty (e.g., Apple Care) or software questions one may have. However, it is important to note that ITS will not replace any computer or equipment purchased with dept/grant money. ITS does replace primary office computers as defined in the Equipment Replacement Policy. Purchases made for primary office computer replacements must be in alignment with the standard desktop and laptop configurations for both Windows and Macintosh platforms that ITS sets and supports. Departments may supplement that 2K allotment with additional funds to purchase computers that exceed the 2K maximum.

The meeting was adjourned at 1:41 p.m.

Reminder: LCACT website:
https://its.union.edu/about-its/committee-academic-computing-and-technology