Meeting was called to order at 12:57 p.m.

In attendance:

- J. Anderson, T. Buma, E. Borkowski, S. Gupta ’15, F. Maloy, F. Orellana, S. Sargent

Absent:

- K. George, D. Snyder

1. Review and approval of Minutes from 2/3/2014
   a. Approved with the removal of one phrase from 2b.

2. New Licensing model for Adobe Creative Suite
   a. This summer, Adobe’s licensing framework will change to a subscription model. At the request of the committee, Ellen brought information about this change to both inform the committee and to ask for feedback on areas to address as we plan implementation. The committee had several questions, which will help inform how to plan overall deployment of this upcoming change.
   b. Questions included: Will you have to install everything? Will the computer need to be on Union’s network when the applications “pings” Adobe to confirm this is a valid license? Are lab computers covered under this license? How will updates be handled? Adobe Acrobat Pro XI does not have the “CC” listed after it – why? Will older machines be able to run this version? Can we install it on our home computer? How will reporting work – will we get how many instances are downloaded?
   c. The committee also recommended looking into a way to have different types of “a la carte” images available if you don’t have to install all the applications. Division meetings will be happening soon – the Liaison committee members were asked to inform divisions of this upcoming change.

3. Draft Procedures/Guidelines for use of IBM Intelligent Cluster
   a. The committee reviewed a draft of Procedural Guidelines for the IBM Intelligent Cluster. Overall the committee felt this was a good first draft. The introductory areas are fine, but the committee felt there was a “functional” piece missing and more details are needed on how communication will happen. Some of the feedback included how would users communicate to come to consensus? Will there be a user group? What mailing list is being referred to in the document? How will users tell each other about their projects?
Should there be a webpage that has information about the mailing list and then perhaps a place to put a calendar (Google calendar?) and a place to put project descriptions up? If the group can’t come to consensus, who do the users “complain” to? How will nodes get allocated? There was a specific request for more details about node versus leaf allocation in the procedures/priorities section.

4. New Business

a. Steve informed the group that the FEC will form a committee that will report to the LCACT. Ron will put out a call for members after drafting a charge for the study group. It is unknown if a LCACT member will need to be on the committee – Steve is willing to serve as the LCACT member if required.

b. Ellen provided some more information on Lynda.com usage. There are a total of 828 registered accounts with 290 being faculty/staff and 553 being students.

The meeting was adjourned at 1:40 p.m.

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

Handouts:
• Draft of minutes from 2/3/2014 meeting
• Adobe Creative Cloud information
• Draft of Procedural Guidelines for “Jupiter” Higher Performance Computing Facility