Meeting was called to order at 12:58 p.m.

In attendance:

Absent:
- K. George, S. Sargent

Special Guest:
- T. Yanuklis

1. Review and approval of Minutes from 2/17/2014
   a. Approved as is.

2. Follow up on Procedures/Guidelines for use of IBM Intelligent Cluster
   a. The committee discussed the feedback and questions they had about the draft procedures/guidelines with Tom. Discussions around the user group focused on who would take the lead. This would involve scheduling the meetings, setting the agenda, leading the discussions and dealing with the logistics. It was decided that ITS would start the user group and attend the first meeting. The group would meet once a term and would work on coming to consensus around usage of the cluster and the governing structure.
   b. In discussing the issues of allocating jobs on the cluster to use a “leaf”, Tom explained to the group what is possible with our current configuration which is basically allocation of nodes on a first come, first serve basis. Tom did not recommend moving the direction of gaining further levels of control because it requires resources to acquire the appropriate software and manage allocation of nodes. Tom noted he could potentially write a script this summer that would tell faculty what nodes were being used.
   c. The following action items resulted from the discussion: adding more details to the procedures/guidelines document in regards to communication and structure of the user group and determining the name of the group and clearly defining the purpose of the group.

3. Data Classification Report and next steps
   a. Ellen noted that last fall Union College, along with the other NY6 institutions, engaged the same vendor who conducted our IT Security audit, to come back to campus to
conduct a data classification audit. Ellen has received a draft of the report. The institution has been rated as being at a “high risk” level in terms of how information is handled (both physical and digital). There will be several policies being developed based on the results. Ellen wanted to give the committee a heads up about forthcoming policies that will be coming to the committee for review.

4. New Business

   a. Fernando noted that the Humanities division was having their meeting. Ellen asked that the changes to the Adobe licensing (moving to the cloud) be mentioned at the meeting. Ellen was able to find out that the software can only be installed on Union College machines, not home machines.

   b. There was no additional information on the Google Study Group since Steve was not present to provide an update.

   c. Denise noted that Teach with GAFE (Google Apps for Education) workshops were this week and next week and that the Digital Studio is open for business.

The meeting was adjourned at 1:45 p.m.

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

Handouts:
   • Draft of minutes from 2/17/2014 meeting