

University Council on Technology
October 15, 1999 Minutes

3:00 p.m. to 5:00.p.m.
309 KSC
Kent Campus

- Present: Cathy Bakes, David Cannon, Ray Craig, Rosemary DuMont, Paul Farrell (chair), David Fuety, Judy Hirschman, Bev Robertson for Alice Iden, John Kerstetter, Paul Albert for Bruce Petryshak, Pam Ramey, Bernie Reynolds, Roberta Sikula, Don Tolliver, and Denise Zelko
- Absent: Stephen Cabaniss, Lowell Croskey, Peggy Doheny, Alan Evans, Pam Grimm, Barbara Hanniford, Larry Jones, Mike Kreyche, Terry Kuhn, Pam Mitchell, Arden Ruttan, Greg Seibert, Drew Tiene, Mary Tipton, Darrell Turnidge, Carlos Vargas-Aburto and Kevin West
- Guests: Tom Klingler, Terry Kuhn, Arden Ruttan, Steve Tapp and Mary Tipton

I. Welcome and Call to Order.

Paul Farrell (Chair) welcomed everyone and called the meeting to order at 3:09 p.m.

II. Approval of 9/10/99 Minutes

A motion was made and unanimously approved to accept the minutes as submitted.

III. New Business

Proposed Amendments to Mission and Bylaws of the University Council on Technology

A. Proposed Amendments to Mission and Bylaws of the University Council on Technology.

That in the Bylaws III, "Chief Information Office" be replaced by "Vice President for Information Services".

This amendment was unanimously approved.

B. Discussion on Reordering of Agenda

This is a new agenda item allowing any urgent items be moved up in the agenda for immediate discussion. There were none today.

C. Proposal to hold Extraordinary Meeting in November

The tentative meeting set for November 12, 1999 and was changed to November 5, 1999 because of November 11, 1999 holiday. The primary topic to be discussed is the "Draft Report" and the current status of the charge.

D. Expenditure Reports for Fiscal Year 1998-99

Handouts of FY99 expenses were distributed for Academic Computing and Technology, Networking and University Computing showing where the money was spent last year. It was made clear that this was an expenditure report not budget.

A Rough Estimates of Cost Breakdown for Software Purchases and Maintenance Hardware Purchases and Hardware Maintenance for FY 98-99 handout was distributed. The first two pages are expense types with the total figures matching the expense statement. The third page is sorted by vendor and the fourth page by what it is used for. The last two pages is the estimate of the FTE's by assignment and the last page for consulting FTE's.

An Academic Computing Staff and Project Assignments handout was distributed showing a snapshot of the major types of work being done by each staff person.

The Council was encouraged to look over the handouts and email any questions to Don Tolliver so they could be discussed at a later meeting.

As big steps are taken in the future this is the group that is going to be helping in the process of decision making. The Council needs to be informed and this is the start of it. If in the future we have to upgrade the mainframe we need to know why we are doing it, what it is going to cost and what the benefit will be. This is the kind of information that will be delivered.

E. Activation of Standing Committees

The committee for Learning Technologies was established and the first meeting, which was an organizational meeting, was held. The list of members is available on the web site. The Council was asked for a vote for endorsing this standing committee. A vote was held and approved unanimously.

It was stated that there should be two other standing committees. One in University Information Systems and Networking and New Media Services. The relative people in those areas were invited to constitute standing committees in the near future. It was stated it would be beneficial if these committees could some of the more detailed review in each area.

F. Microsoft Site License

After a year and a half, the Microsoft license has been signed by all 13 State Universities. The agreement is for three years with an option on the fourth. In order for the fourth year to renew all 13 schools would have to agree.

15,000 copies of media, have been ordered and we expect to be ready to go on November 1, 1999. Media for Windows and Mac are both available. The licenses purchased by the student is actually owned by the student, when the student leaves the license goes with him. The faculty and staff license is owned by the University and when they leave they can no longer use the software under that license.

The University is investing in this and want people to use this product to make headway creating standardization. Vice President Creamer found the money for us this first year. There is no answer yet as to how the President and Vice Presidents feel about managing this cost for the next two years and perhaps the next three years.

An agreement has also been signed with MacAfee for anti-virus software costing \$40,000 for everyone for a two-year period.

G. University Policy on Web pages

A task force is at work to develop standards for our web sites so there is coherence in their look and that certain symbols particularly the logo and university seal with recommendations going to the Board of Trustees in November.

Discussion was had regarding who and to which level of links this would apply to. It was also stated that this applies to more than just web pages and would apply to stationary, newsletters, business cards, envelopes, etc.

A motion was made and unanimously passed to invite Flo Cunningham to come to a meeting. Concerns should be emailed to Don or the UCT list serve so concerns could be presented to her in advance.

H. Growth in Student Resident connectivity

The first year, 97-98 we had 540 connections and the second, 98-99, we had 1,142. This year we already have 2,026 students with an additional 146 at Allerton with a 75% connection rate. There is 1 actual jack for each student. We have 36,000 rooms with 76,000 jacks.

Two years ago it was estimated that 50 to 55% students had computers last year 60 to 65% had them. We have five computer labs, three which we staff and track the usage receiving useful information for coordinating labs finding the capacity is not enough.

Roadrunner was positively discussed and it was stated that discounts are being discussed and that it is a good time to negotiate rates.

I. Issues related to publishing Frontpage documents

It was stated that Frontpage is going to be the most accessible web development tool on campus. It is easy to use and someone with no experience can virtually pick it up and use it. It was stated that there is no place on campus where you can publish using Frontpage and no place with server extensions so a search function can be done.

Networking will do this, a Frontpage server with extensions will be available February 1, 2000.

J. Reorganization in the Information Services Area

A Information Services January 2000 handout was distributed. This is an internal discussion document being used internally for a group of staff to talk about issues and make recommendations to senior staff. This is a matrix approach about how we might manage ourselves.

IV. Old Business

Old business was skipped

V. Standing Committee Reports

A. Academic Computing

No report given

B. Administrative Computing

No report given

C. Learning Technology Services

A handout was distributed of the summary data showing the number of web courses and the enrollment.

An invitation was mailed to departments with a newsletter that had general information and the invitation to a multi media workshop that will be conducted on November 19.

D. Network Computing

The major backbone upgrade project is on schedule. Moulton, Lowry and possibly White Hall is scheduled to be cut during the Thanksgiving break as a test and if this is successful the rest of the campus will be cut during the Christmas break with everyone having their own phone and personalized numbers. Tuscarawas, Ashtabula and Salem are already using their new switches and East Liverpool will be cut soon. The regional campuses will be moved over during the spring semester and will be rolling out stored and broadcast video as well as expanded video conferencing.

Kent was one of 50 universities from around the world that took part of a national demonstration project of video conferencing technology.

E. New Media Services

Today is the OBR meeting and the Technology Challenge Grant was announced and the next step will be for the School of Theatre to develop an application using Internet 2 Technology for sharing performance theatre from the Great Lakes Theatre Festival and regional campus. This is the first time in the United States that live performance will be on the Internet 2.

A motion was made and voted on unanimously to adjourn the meeting at 5:28 p.m.

C: President

Provost

V. P. for Information Services

A Information Services January 2000 handout was distributed