

## **Information Technology Council**

### **Humboldt State University**

Meeting Notes for: February 8, 2001 from 10:00 A.M. to 12:00 P.M.  
SBS 405

Members Present: Riley Quarles, Toby Walker, Pat Collins, Mark Hendricks, Mike Bradley, Jeremy Shellhase, Katherine Granfield, Rick Garcia, Dale Sanford, Joan Van Duzer, John Filce

Others Present: Molly Simpson (Recorder), Laurie Takao (AC), Lisa Jackson (ITS)

**1. Approval of the Minutes** - January 11, 2001 minutes were approved as distributed (Sanford/Walker).

**2. Report Items:**

**Working Group on Network Issues:** Quarles distributed the group proposal to become a formalized group. A lengthy discussion ensued regarding the group's goals, importance of representation in this group, and the need for continuing communication and notification between ITC and CNS. The Council decided to keep the group at the current level of Working Group on Network Issues. Cannon noted that CNS issues should continue to be voiced through this working group and the ITC. The Council made a motion to forward the proposal to Cannon for his consideration. The motion was carried (Hendricks/Van Duzer).

**Working Group on Desktop Support Issues:** Sanford noted that only one survey had been returned to the group. ITC members noted that they would make it a priority to return the surveys to the group. Collins noted that a previous site license was established through Academic Computing for Norton Ghost. The site license is good and unlimited, however if we wanted to upgrade it would not be part of the current license. Discussion ensued as to others interested in a new license with Collins noting that upgrade pricing (verses a new license) would terminate the old one.

The working group noted that the surveys should be turned in to them no later than February 22, 2001 and that they would compile the results for the next ITC meeting in March.

**Working Group on Unlicensed Software Policy:** The group noted that they had met with Bill Cannon and Lisa Jackson regarding policy and that their report would fall under New Business.

**Working Group on Assistive Technologies:** Walker told the Council that they had not met yet this semester. He also announce that Mike Bradley had joined the working group.

**Working Group on Windows 2000 Issues:** Laurie Takao reported that she had been in contact with people from Long Beach and looked at their funding model. She hoped to meet soon to discuss a funding model for our campus. She also told the Council that the group was still working on a prototyping for equipment that would go into the labs.

**3. Discussion/Action Items:**

Cannon informed the Council that there had been no CSU meetings since the last IT Council meeting. He noted that the CSU working group would be posting a position paper on Portals. He told the Council that he would forward a link to their findings once they were available. Cannon also discussed possible CMS impact on certain employees and training for those employees.

**4. New Business:**

**Guidelines for Responsible Computing -** Cannon began by stating that the CSU had rewritten its 4CNet Appropriate Use Policy. This resulted in a mandate for all organizations attached to 4CNet to have an appropriate use policy. Cannon told the Council that we have had one in place here at HSU since 1997. Along with the mandate, the CSU has set guidelines on suggested and legally approved wording for the AUP document. Cannon stated that he and Lisa Jackson had met to review and modify the current document to assure that it was in compliance with 4CNet and CSU standards. Jackson and Cannon then met with the ITC Working Group on Unlicensed Software and made more adjustments to the document to assure that it supported technical and administrative issues. Cannon asked for feedback on the changes. He asked the Council members email him with their comments. Discussion ensued regarding the document details, the process for adopting the document, and the logistics of where and how the document would be distributed to the campus community.

**CATS2001-** Quarles moved on to the CATS2001 representative selection. He noted that there were four sponsored spots available and that four people had sent emails of interest to him. He reviewed the process for selection and asked if any other members were interested. There was a motion made to accept the four interested parties and the motion was carried (Collins/Shellhase). Discussion ensued as the format of CATS2001 and the benefits of attending. Cannon suggested talking to other participants on how they spread the information they have gained. Quarles called for attendees to give a written summary

**5. Announcements:**

**Adjournment:** 11:59 (Hendricks/Walker)