

**Information Technology Council**  
Humboldt State University

Meeting Notes for: May 13, 2003, 2:00 to 4:00 P.M.  
Location: SBS 405

Members Present: Riley Quarles, Mark Hendricks, Jeremy Shellhase, Katherine Granfield, Mike Bradley, Rocky Waters, Rick Garcia, Pat Collins, Joan Van Duzer, Megan McKenzie

Others Present: Bill Cannon (ITS), Tera Mar (as proxy for John Filce), Gary Noar (as proxy for Dale Sanford), Linda Thompson (Bookstore) Cassandra Tex (SDRC), Betsy Boone (CAHSS - Art), Michael Jenner (CAHSS - Art), Phil Hooker (Media Services), Molly Simpson (Recorder)

1. **Approval of the Minutes:** Minutes of the April 8th, 2003 meeting were approved as amended (Shellhase/Granfield).

2. **Report Items:**

**Working Group on Web Access:** Quarles reported that the group had met several times since the last Council meeting. He noted that as requested, the group had been working on draft responses to questions stemming from the Accessibility Audit Report. The working group created an outline of tasks, a flowchart of a compliance review process, and a spreadsheet identifying parties responsible for each task. The Council discussed the documents in detail. Quarles stressed the importance of having a web site containing information to help educate responsible individuals on ADA compliance. A motion was made to forward the amended documents to Cannon as working documents and the motion was carried (Collins/Waters) McKenzie abstained. Quarles asked that Council members review the documents further and submit suggestions to him for the group to review. Cannon stated that the documents would be a starting point for discussions with Riley Quarles, Donna Smith, and Cassandra Tex to work on formatting the overall website. The site will include goals and objectives, education on compliance, as well as policy. He also noted the deadline for compliance was July 22, 2003.

3. **Discussion/Action Items:**

**Report from Cannon:** Cannon reported that the priorities for Academic Technology had been approved by the Provosts Council and endorsed by the President. He noted that the top two priorities were smart classrooms and a wireless access program. Cannon noted that the President had also approved the general outline proposed for

a campus laptop program. The Council discussed details of the proposed laptop program.

**4. Announcements/New Business:**

**OS Upgrade in Interdisciplinary Technology Facilities:** Takao reported that Academic Computing would be upgrading the interdisciplinary labs to OS 10.2 and to MS-WINDOWS XP in the fall. Takao also reported that the duties of updating and installing discipline specific software was to shift from college ITCs to Academic Computing. She noted that these changes were in the planning stages and could be implemented in the spring. She asked that any questions or comments in this matter be sent to her.

**Color Printing in Interdisciplinary labs:** McKenzie expressed the need for color printers/scanners in labs for the Art Department. She introduced Betsy Boone, Chair of the Art Department and Michael Jenner, Faculty member in the Art Department. Waters noted that the issue was an Academic Computing issue and the Art Department should contact Academic Computing directly. The Art Department will work with Academic Computer to resolve issues. A brief discussion ensued.

**LANDesk Software Demo:** Hooker asked Council members if there would be enough interest in LANDesk to have a campus demonstration of the product. Interested members should contact Hooker directly. A brief discussion ensued about the benefits of the new version of Ghost.

**New Adobe Contract:** Linda Thompson announced that the new Adobe Contract was in place and was the same as the old contract.

**Active Directory Project:** Garcia reported that the project was behind by about a month.

**5. Adjournment:** (McKenzie/Shellhase) 4:00 P.M.