

IT Advisory Committee Minutes  
**July 16, 2007**  
**Dauch 100**

**Present:** Dave Lifer, Beverly Heimann, Curtis White, Dreama Knight, Bill Weiss, Sandi Carpenter, Vickie Taylor and Jim Kirtland

**Absent:** Boris Kerkez, Pat Edwards, John Sikula, Robinson O'Brien, Linda Swanson and Tony Box

**June Minutes** – Minutes reviewed and approved. Minutes will be posted to the IT website.

**Carryover Agenda Items/Updates**

IT Staffing Updates

Positions Filled:

Client Support Specialist – Rebecca Scina started in July

Positions Pending:

Technical Director/Projector Manager – We're still trying to decide what we're going to do. Skills vary so much for 1 person.

Grant Initiatives:

No current updates

**Projects/Initiatives/Updates**

- Bixler Renovation – 7 classrooms online this summer. It will be open for faculty soon.
- Instructional Support Group and ETC – Now located on the 3<sup>rd</sup> floor in Patterson.
- Ridenour Wall Options – Reviewing funding options with the Provost. Several departments may share the expense.
- IT Policies under review and revision – Directors are making minimal changes and will be posted this fall.
- Decommissioning of Network Application Launcher (NAL) – This will be totally gone by fall.
- Ruckus Music Service – Currently 530 AU accounts. Faculty who use this for class can use for free but non-instructional uses requires a monthly fee. Curtis will find out what the cost is. Students pay \$20 per semester for downloading to MP3.
- MS Office 2007- MS 2003 no longer available. As soon as media for 2007 is available a notice will be issued. The goal is to have the software installed on all faculty systems by fall. Curtis recommended that faculty save work in 2003 format for awhile until everyone is switched.
- Faculty Refresh – All orders will be placed soon.

## **Visits/Meetings**

- College of Wooster will be on campus Wednesday, June 20<sup>th</sup> to discuss staffing and software/hardware issues.

## **Committees and Subcommittees**

IT Strategic Planning- kick off will be tied closely with the AU Strategic Plan.

Software Coordinating Committee- This committee is not meeting through the summer. Most software needs are identified for next fall.

Data Standards Committee- The committee is moving along well.

Microsoft Implementation Team- Workgroup will meet July early August moving print and file servers over to MS. This might require touching each machine for the migration.

## **New Discussion Items**

- Microsoft Migration- Progressing hope to have print files up in fall and email during Christmas.
- Communications Assistance for Law Enforcement Act (CALEA) – We should be exempt.
- Budget Development for FY07-08, FY08-09, FY-09-10; Budget very tight this year but the following year (08-09) funding for Kettering and RSSC leases will be restored.
- Information Commons- This is a project Bill Weiss, Rick Ewing, Tom Seddon, Tom Kemp and Curtis are trying to fund for the infrastructure, lightening and furnishing for all floors of the library.
- Office moves- IT will be requiring a 2 week notice for office moves. We're at a point that you have to take an office as is. Physical plant seems to be in the loop, but we're not. It's important IT knows ahead of time.
- Patterson –ETC to 3<sup>rd</sup> floor with staff.
- Other Items
  - Vickie Taylor stated that a faculty member stated that the HelpDesk is doing a nice job. Curtis added that Andy is very good and that his students Rebecca Hartwell and John Schramm are doing very well working full time this summer.

Next meeting will be Monday, August 20th at 3:00 in Dauch 100.

Please send agenda items to Curtis White [cdwhite@ashland.edu](mailto:cdwhite@ashland.edu)

Meeting moved to adjourn, all agreed.