

Technology Council Meeting Minutes

October 20, 2008

Attendance:

Name	Unit Represented	Department	Date:10/20/2008
Voting Members			
Tim Trainor	Faculty	CIS	P
Becky Evans	Faculty(teaching online)	English	P
Nancy Slater	Faculty	Math	P
Jeff Stipes	Faculty	Technology	A
Sue Meeuwenberg	Distance Education	Business	P
Carol Briggs-Erickson (Vice Chair)	Librarian	Library	P
Phyllis Robey	Clerical		A
	Custodial	Maintenance	A
Joe Doyle	Administrative	Administrative SVCS	P
Rosemary Zink	Administrative	Financial SVCS	A
Kelley Conrad	Student SVCS	Counseling	A
Jean Roberts	Student SVCS	Registration	A
Kenneth Visger	Student	Student	P
Andrew Potts	Student	Student	A
Grant Reveal (Chair)	CIO or designee	Information Technology	P
Non-Voting Members			
Julie Weller	Web Committee Chair	Public Information	P
Patricia Werly	Systems Analyst	Information Technology	A
Mindy Stevens	Recorder	Information Technology	A
Mike Alstrom	Technical Director	Information Technology	P
Sarah Swart	Instructional Design	Information Technology	P
John Mihelich	Alternate Recorder	Information Technology	P

I. Welcome and Introduction of Guests

- Sarah Swart, new Instructional Design Specialist

II. Agenda Approval

- Agenda Approved

III. Minutes Approval

- No additions or revisions, minutes are approved

IV. Council Membership Updates

- No updates

V. Old Business

- No old business

VI. New Business

- Harump social network – Bill Loxterman, Julie Weller
 - Soft launch in progress
 - Departments and clubs can use to advertise events
- Blackboard course copy – Sarah Swart
 - Many courses have buttons with no content; buttons are customizable and can be removed if not used
 - Proposed new course shells be created with minimum of buttons, encourage faculty to create custom buttons for items they use
 - Sarah and Sue to discuss which buttons should be standard
- Student account retention – Mike Alstrom
 - Currently no policy
 - Recommendation: Non-enrolled students reduced to limited access; accounts removed after 24 months of continuous non-enrollment
 - Accounts moved from old TIP system that have never logged in will be removed

VII. Sub-Committee and Informational Reports

- **Datatel Overview**
 - Skipped - not enough committee members present
- **Email Policy**
 - Waiting for final draft to be approved by committee
 - To be discussed with VP Brooks prior to next meeting
- **BlackBoard Policy**
 - Sue Meeuwenberg proposed this item be placed on hold
- **OIT monthly Overview**
 - No new updates at this time

VIII. Announcements

- **Open Discussion**
 - Best way to submit HDO cases – Sue Meeuwenberg

- Sue asked whether OIT prefers support requests be entered directly into HDO
- Mike Alstrom indicated HDO is the fastest way to engage support services
- Sue mentioned more training may be needed for adjunct faculty; suggested it be presented at Faculty Seminar Days
- Academic computer lab updates – John Mihelich
 - Phase II of Library lab computer replacements to take place prior to Winter semester
 - Lab change request form required for all lab software changes
- Student complaints about too much college email – Tim Trainor
 - Discussion about revamping college website with a section for campus events and announcements
- Acknowledge exceptional OIT response – Tim Trainor
 - Tim asked that the meeting minutes to reflect exceptional OIT response, communication, and resolution when replacing the “Student” server

Meeting adjourned 2:43 pm