

Minutes of Oct. 29, 1996 ACPB meeting

Approved Nov. 12, 1966

Present: Becker, Cederberg, Lembke, Robinson

UPDATES FROM ROBERTA:

1. Roberta reported on the recent EDUCOM and preceding IT (Instructional Technology) meetings she attended, noting that the IT meeting was particularly valuable. These meetings will be held in Minneapolis next fall, and St. Olaf should be sure to send people to the IT meeting. She also noted that she had given an EDUCOM presentation on time tracking and time management for support staff and was elected as one of the two at-large trustees for EDUCOM. There are a total of 17 trustees.
2. Austin Robinson-Coolidge will be moving from his position as Hotline Consultant to Microcomputer Consultant (replacing Dave Kirsch). A job description for the Hotline Consultant position was distributed.
3. The ACC is dealing with the usual kind of e-mail problems but has not experienced any equipment thefts so far this fall. Tony suggested that buzzers be installed on computer lab doors so that they buzz when opened.
4. The ACC is beginning to prepare for continuous quality improvement and benchmarking. Roberta has found a model for looking at and ranking the importance of various processes.
5. Dean Pence has decided that ACPB will act as the advisory committee for CWIS.

RPC ACTION ON THE ACPB DESCRIPTION:

Judy reported that RPC approved our board description as it was submitted, but wondered if the term "normally" could be omitted (as in "the chair of ACPB shall normally be a tenured member of the faculty"). ACPB members decided it was important to retain this term.

PRIVACY OF ELECTRONIC FILES:

A revised version of the policy document dealing with the privacy of electronic files (including e-mail) was discussed and approved. It will be posted on the Web along with other ACC policy documents.

ACADEMIC COMPUTING POLICY BOARD GRANTS:

Roberta circulated a copy of the grant description initially discussed last spring. The grants this year will be available to faculty in the Humanities and Applied Sciences. Information about the grants and the application process will be distributed in early December with a March 1 application deadline. The board members discussed ways to advertise these grant opportunities and to encourage applications. One possibility is to have ACC liaisons to departments in the Humanities and Applied Sciences publicize the opportunity.

MAJOR CAPITAL BUDGET ITEMS:

The ACC staff is now making suggestions for these items. They include machine upgrades for servers, building wiring, etc. ACPB members suggested the eventual need for another computer equipped classroom and enlarging the modem pool. Roberta indicated that a future issue for discussion is how much the college should subsidize modem connections. She also indicated that it may be cost effective to migrate the internet connection to microwave.

Judy Cederberg, recorder