

Minutes of October 7, 1997 ACPB Meeting

Present: Becker, Cederberg, Lembke, Robinson

EDUCOM Attendance:

Marc and Judy will attend some of the EDUCOM sessions and Tony will attend a pre-conference session during EDUCOM's annual meeting in Minneapolis, Oct. 28-31. Roberta and many of the ACC staff members will also be at the meeting.

Review of Job Descriptions:

ACPB members offered some suggestions for minor changes in the draft job descriptions for Staff and Student Department Representatives.

Roberta's Meeting with Pence: Roberta updated the ACPB members on the topics covered at this meeting. These included

- *Inclusion of Faculty Associate Deans in computing equipment requests:*
This fall Roberta will be sending the Deans summary information about the requests from their faculties along with an indication of which requests the ACC is likely to grant. In the future the Associate Deans will be asked for assistance in ranking these requests.
- *Computer Access:*
Roberta discussed the current version of the draft statement with Pence. He asked that ACPB continue to work on this and then send their final version of the statement to him for SALT discussion and approval. ACPB members decided to survey several department chairs to get their input on the type of computer access that should be given to faculty emeriti and faculty on leave in view of our limited computing resources.
- *Faculty Brown Bag Teaching and Technology Series:*
Pence was very supportive of the series that Roberta and the ACC have set up for this fall.
- *Classroom Audit:* Roberta was asked to be a member of a team that will conduct a campus-wide classroom audit that will include looking at current classroom technology.

Other Issues:

- *Concern about use of e-mail:* ACPB members didn't think it was necessary to add anything to Judy's response to a staff member's concerns that not everyone is aware of the policy on appropriate use of the various e-mail lists. (The latest ACC newsletter had an excellent article on the appropriate use of e-mail.)
- *Next Meeting:*
ACPB will next meet on November 4.

Judy Cederberg, recorder
Minutes Approved November 4, 1997