

**ACPB Meeting  
Minutes  
23 February 2004**

**Present:** Lembke, McKelvey, Peters, Reed. **Guests:** none.

**Announcements**

- Discussed how various internet protocols are prioritized on the campus network. Email and Web traffic has priority. If specific internet sites are identified as being problematic, filters are installed to reduce traffic flow to those sites, protecting our resources. If access to these previously identified sites or protocols is necessary for a valid academic reason, the filters can be removed for a limited period of time to allow timely and efficient access to these sites. Arrangements must be made in advance with IIT for this removal. Most recent network slowdowns are believed to have been the result of viruses, not intentional overuse of resources.
- Maintenance fees for WebCT and Blackboard are increasing at an alarming rate. It appears that St. Olaf professors are not using the advanced features of these packages. Open source (low cost or free) course management software is becoming available and may work as an inexpensive alternative to these expensive commercial packages. IIT will be evaluating several options.
- The late night Coffee Shop in the library building will include technology support for student studying. Scanning stations, general computing and an editing suite/iMovie station will be provided. IIT is also considering installing a wireless hub in the large main reference room in Rolvaag.
- Classroom computer software rebuilds over interim, performed to return machines to a default configuration after a semester of use, caused problems for faculty who had installed custom software. Some faculty members were not notified of the rebuilds and their custom configurations were lost. IIT is trying to improve their process regarding classroom computer rebuilds to avoid these issues.

**Discussion**

Discussed the 2004-05 IIT operating budget request and associated issues in light of continuing college wide fiscal restraint.

Respectfully submitted,

Steve McKelvey  
Acting Secretary