

**Academic Computing Policy Board  
Minutes, September 15, 2003**

**Members Present:** Dolores Peters (chair), Roberta Lembke, Steve McKelvey, Barbara Reed.

**Guests Present:** Kathy Granquist, Greg Kneser, Kurt Stimeling.

The meeting was called to order at 10:05am.

Roberta began with a report on summer activity in IIT.

- New IIT office space was finished. Thirteen new offices created. All IIT staff members are now located together. IIT is retaining ownership of the computer room and printer room in the Admin building.
- Library 250 is now a classroom and computer lab, with half its machines being MacIntoshes and the other being PCs. This room is available to faculty for class meetings that require the technology available in the room. It will also be used for IIT sponsored workshops.
- IIT continues to move all centralized data storage to the SAN (Storage Area Network). This reduces the reliance on data storage on the individual server drives.
- IIT is in the process of hiring a new MacIntosh support person. Given the current employment picture in the field, they expect no problem in filling this position with a highly qualified new employee.
- The upgrade of the campus network continues. Still trying to schedule the Admin Building network rebuild, but scheduling and security issues have not yet been fully addressed.
- The new admissions recruitment database is up and seems to be running well. Very smooth transition from the old system.
- Work continues on a web-based student information system.
- New classroom technology installations in Dittmann 204; Old Main 20, 21; Rolvaag 525.
- Classroom technology upgrades were performed in Rolvaag 428; Science Center 182; Speech Theater 216, 227; Old Main 11, 15, 16; Holland 307.
- Work done on classroom technology in Science Center 175, Education lab, Old Music 300, Skoglund 112.
- Forty-one classrooms now have technology installed, representing approximately sixty percent of all the classrooms on campus.

After Roberta's report, a lengthy discussion ensued on ways to provide security for the extremely expensive classroom technology. Discussion focused on the evening/night locking of the rooms containing classroom technology. No action was taken. Future discussion of the issue is likely.

Deans Kneser and Stimeling then led a discussion of illegal music downloads using the Saint Olaf computer network. Saint Olaf periodically receives notices from the Recording Industry of America Association (RIAA) identifying an IP address which appears to be involved in illegal file sharing. This notice is referred to the Dean of Students office which then contacts the student involved. The student is instructed to remove all illegally downloaded material and accompanying software. The student is then told that subsequent violations may result in the loss of computing privileges at Saint Olaf College. It is also made clear that Saint Olaf College will NOT protect a student in the event that the RIAA pursues civil action against the student.

The Dean of Students Office will be sending out a hardcopy letter to all students discussing the issue of illegal downloads and the possible policy and legal consequences. The draft language was discussed and no major changes were suggested. The letter should be sent soon.

The meeting adjourned at approximately 11:10am.

Respectfully submitted,

Steve McKelvey  
Acting ACPB Secretary