

ATAC Meeting Minutes
August 5, 2003

In Attendance:

Anthony Ianno, Boris Peltsverger, Collete Long, Laurie Lucas, Willa Fitzpatrick, Mary Gendernalik Cooper, Jim Neale, Frieda Jones.

Willa Fitzpatrick volunteered to take minutes.

Minutes from July were approved.

Old Business:

Committee Membership was discussed:

1. Willa Fitzpatrick will begin to attend meetings instead of George Smith.
2. Margo Weaver will be leaving us.
3. Discussed Beverly Charles being asked to be a member.
4. Discussed Yolanda from Education being another Academic Secretary Representative.
5. Also agreed that we needed someone from Student Life as a representative.

Campus Technology with Human Resources:

1. OIIT has put together a website that is a one-stop place for faculty and staff to answer technical support and instructional. This will become a requirement and will be worked into Human Resources orientation. Dr Neale also suggested that old Faculty and staff be required to go through this website also as a refresher and also to learn anything new. Could be worked in the same process as The Right to Know program that we do every year. Helps with policies and procedures.
2. That the campus should be reminded of the policies and procedures.

Getting Started for Faculty Document on OIIT Website:

1. Go through and see if there is anything overlooked or that needs to be added. If so, email OIIT and make suggestions.

Student E-Mail Server:

1. Robyn Devane is ready to issue student email addresses. The server is not up yet, but should be soon. Notifications about new student email addresses went out in the bills.

Water In Basement:

1. Water in basement of Administration Building and Crawford Wheatley our new CIS Building were discussed. Both are being looked at to see what steps can be taken to stop these random floods. Will update at next meeting.

Firewalls:

1. Discussed putting Banner and Peoplesoft behind firewalls for protection.

Crawford Wheatley Fiber Optics:

1. Fiber optics at Crawford Wheatley was damaged prior to building being opened and went unnoticed. Bid process was ongoing while we were at the meeting to find out the Company that would address and fix the problem.

Outlook:

1. Would like to have outlook calendar system accessible to entire campus. To achieve would need server and just a matter of setting up software. Dr. Ianno will be looking into this matter.

Departmental Website:

1. Please get your name on the list if you need help with building or reformatting your department website. All website must go through Svetlana Peltsverger in OIIT even if you have hired a personal consultant.

VISTA

1. New version of WebCT currently E-Core is on VISTA. Janice Cliett is working on updating our version of WebCT.