MINUTES

IT Committee Meeting

October 22, 2013

Krannert 106

Present: Victor Bissonnette, Christopher Diller, Basil Englis, Sherre Harrington, Steve Head, Chuck Lane, James Ross, Koty Swanson, Penny Evans-Plants, Tom Hocut, Jerry Trammell, Christine Anton (chair).

Meeting was called to order at 11:00 am. The minutes from the last meeting, September 17, 2013, were approved without corrections.

1. **Old Business:**
* Discussion of a revised Email Privacy Policy/Acceptable Use Policy continued. IT Committee Chair Christine Anton will distribute current draft of the policy to the faculty, requesting that comments be sent to school representatives for discussion at the next meeting, with a goal of finalizing a proposed policy for submission to the Faculty Assembly by the end of the semester.
1. **New Business:**
* Students have expressed concern about personal information included in the VikingWeb Directory. The directory currently lists home addresses and campus residence, and is available to anyone with a Jenzabar account. Penny Evans-Plants explained that the current listings are legal and that there had been previous complaints when student home addresses were not included. The current opt-out feature pertains only to the display of information within a course roster. Any changes would need to come through Dean of Students Debbie Heida; Evans-Plants will discuss the issue with her.
* Faculty members reported that computer applications are not automatically updating properly in some classrooms (Evans and Green were mentioned specifically). Faculty expect and should be able to depend on classroom technology being completely functional at the point of need. Penny Evans-Plants stated that Information Technology has been working to add Deep Freeze software to all workstations so that updates will be applied automatically; she will follow up on the reported problems.
* Tom Hocut reported that institutions opting out of Microsoft campus agreements because of excessive cost resulted in Microsoft returning to offer free student downloads with monthly validation under campus agreements.
* The college auditors have commented on the lack of forcing the use of complex passwords in Jenzabar and active directory. Turning on a complex password requirement will force users to choose a complex password at the next change. IT has also purchased an add-on for VikingWeb that will also force password changes and the use of more complex passwords. Implementation is expected to roll out over next summer 2014. Conflicting theories on password best practices were briefly discussed.

The meeting adjourned at 12:00 PM.

Next meeting time TBA.

Respectfully submitted,

Sherre Harrington