Minutes

Information Technology Committee

February 26, 2014

Krannert 106

Attending: Christine Anton, Victor Bissonnette, Andrew Bressette, Penny Evans-Plants, Sherre Harrington, Cameron Jordan, Tom Hocut, James Ross, Koty Swanson, Jerry Trammell

Christine Anton called the meeting to order at 2:03pm. The minutes from the last meeting on November 19, 2013, were approved with one correction: the spelling of “Penny Evans-Plant” was changed to “Penny Evans-Plants” in the body of the minutes.

Old Business

* **Acceptable Use Policy**. Penny Evans-Plants reported on her presentation to faculty assembly on February 20th. The presentation was not met with any objection, but with a few questions. These questions were brought before the committee.
  + *Is it considered “misuse of resources” when one uses a Berry laptop for business not related to the institution? Examples: Use of a Berry computer to sell items on eBay, and/or using the college’s internet for conducting personal business.* The committee quickly concluded that there was no problem with eBay or personal business, as long as it was used sparingly.
  + *Can Berry e-mail accounts be used for personal conversations, and does Berry own the contents of e-mail accounts?* The committee stated that it was impossible to separate personal and professional use of e-mail resources. Berry does not monitor if e-mails are for personal use.
  + *Does the college own documents and files that a faculty member created and stored on a Berry computer?* Andrew Bressette pointed out that if circumstances arise, such that legal actions were required, then the policy states that said policy may have to be circumvented. Victor Bissonnette pointed out the difference between when Berry has a choice to grant access, and when Berry does not have a choice. There was brief discussion regarding the faculty’s right to intellectual property. This policy does not violate intellectual property because it does not claim that Berry College owns the files, but describes when access to said files will be granted to investigative groups.
  + *Does this policy create artificial barriers because Berry alumni are allowed to use e-mail accounts in perpetuity and for multiple purposes.* Tom Hocut stated the distinction that Microsoft houses alumni and student e-mail accounts on Microsoft servers, while faculty, staff and retiree e-mail accounts are handled and stored on Berry servers. Victor Bissonnette asked to comb through the policy to see if this offers any contradiction to the proposed policy. Andrew Bressette suggested that the word “primarily” be added to the e-mail policy to allow flexibility on the use of e-mail for personal use. The committee agreed with this amendment. Dr. Bressette also stated that since Berry has the ability to create and terminate the account, that the college also has the right to terminate if misuse were observed. An example was presented that if an alumnus were using his/her Berry e-mail to send spam. Victor Bissonnette concluded that the proposal went over very well at faculty assembly. There was no vote, but there were no objections either.
* **TechQual+ Survey.** Penny Evans-Plants stated that Basil Englis, Cameron Jordan and Koty Swanson joined her to discuss the TechQual+ survey. Penny stated that the survey remained the same for the most part from the last survey sent out. The first 13 questions are standardized and unchangeable. Of those, questions 10 and 11 were previously combined, but after appeals by Victor Bissonnette and Basil Englis, this was changed because the question was “double barreled” in nature. Berry College selected to add questions 14 and 15 which appeared on the last survey. The answers for questions 1-15 are standardized, using a rating system. Questions 16-19 were written for the last survey and remain the same as on the last survey. Andrew Bressette inquired as to what we plan to learn from Question 17 (“*Describe your primary personal computer”*). Penny Evans-Plants responded that this data is useful to see trends of what kind of devices are on campus. The committee discussed the question and came to the conclusion that perhaps it would be more beneficial to ask a question regarding the quantitative nature of devices on campus rather than what those devices are. James Ross asked if we could include a question regarding how effectively faculty use technology resources. The committee discussed that this probably would not be best addressed using the survey. A quick discussion ensued regarding VikingWeb. Penny Evans-Plants stated that VikingWeb had changed as a result of the last survey, and that there is a new course layout that some faculty are currently using.

New Business

* Koty Swanson asked Tom Hocut if a student’s access to Microsoft Office 365 were revoked after graduation. Tom Hocut was unsure at the time, but clarified after the meeting that it is revoked. Koty suggested that a notification be sent to graduating seniors to alleviate the suddenness of losing access to Office 365.

The meeting ended at 3:13pm.

Minutes respectfully submitted by Koty Swanson.