

**Institutional Technology Planning Committee**  
**Minutes**  
**16 January 2008**

**Members in Attendance:**

Mark Abendroth, Don Basse, Bruce DelTondo, Glenda Geu, Karla Hardesty, Gary Jones, Mark Manzanares, Cameron Miller, Mike Nicholson, Mathew Schildt, Mark Schoenecker, Jeff Storm, Tony Weathers

**Discussion Items:**

- Discussion centered on committee goals for the remainder of the academic year. The following goals were agreed to:
  - Finalize the Institutional IT Plan and submit to the Cabinet
  - Review and update the Attribute Based Message Policy
  - Develop a copyright policy that focuses only on the process for dealing with copyright violations
  - Talk to constituents regarding the plan to bring wireless capability to the academic buildings
- New and/or remaining agenda items
  - Google Calendar utilization/campus resource scheduling
  - Campus resource fees
  - Campus security training

**Action Items**

- Committee members will review IT plan one final time prior to February meeting
  - Nicholson to draft cover letter to accompany IT plan
  - Nicholson to ensure that the plan incorporates language regarding Auxiliary inclusion
- Committee members to review current ABM policy
  - Mark Schoenecker to send out link to ABM policy
- Glenda Geu and Mike Nicholson to develop draft Copyright Policy
- Committee members to develop list of concerns and/or issues regarding wireless implementation in academic buildings
- Mark Schoenecker to send link to web presentation on “today’s students”
- Mike Nicholson to talk to Sandra Starnaman regarding Extended Studies committee participation
- **Next Meeting**
  - 6 February; SUB 315
  - Agenda topics:
    - Final discussion on IT Plan and review of cover letter
    - Discussion on ABM Policy
    - Briefing on E2 Campus alert system (if time permits)
    - Briefing on Capital Fee Proposal (if time permits)