

ISAS Advisory Council

June 12, 2008

12:00 pm

Butler Library 208

Present: Don Erwin & Maryruth Glogowski (co-chairs); SAH: Kerran Sanger; SP: Rita Zientek; Academic Computing: Melissa Miszkiewicz; Campus Life/Residence Life: Tim Ecklund; College Relations: Melissa Meehan; CTS: Judi Basinski; Institutional Advancement: Jill Powell; Instructional Technology: Melaine Kenyon; Library/Information Commons: Maureen Lindstrom; Networking & Telecom: Tom Killian; Student: Peter Greenhalgh; University College: Doug Koritz; University Police: Peter Carey

The Minutes of May 21, 2008 were accepted as distributed.

Budget: Maryruth Glogowski presented an overview of the actual expenditures for 07-08 and the current commitments for 08-09. Given the expected enrollment, tech fee for 08-09 is expected to just meet the current commitments. This will leave no budget to distribute to the schools for 08-09 out of tech fee. However the Academic & Scientific Equipment (A&SE) and Academic Equipment Replacement Fund (AERF) budgets are expected to about the same as last year. This should leave approximately \$130,000 to be distributed. The Provost and Chief Information Officer are responsible for making the determination on the distribution among all schools and departments.

Proposed Projects: Don Erwin presented some updated information on the proposed projects. In particular there was a summary of the EMAS Pro admissions software proposed by Mark Petrie for undergraduate admissions. The ISAS Advisory Council is in total support of implementation of the application to help the college track and improve the factors that affect yield and retention. However, the cost (\$304K over first four years and \$52K for years 5+) suggests that some financial resource outside of those that the ISAS Advisory Council has should be explored to fund this venture. If the application were to be funded, Buffalo State resources (if any) required to implement it (e.g. any interfaces with Banner) would need to be understood and be subject to prioritization with existing college activities (Banner implementation).

Banner Timeout: Judy Basinski presented a summary of the Information Security Group's meeting on May 22, specifically the part of that meeting which addressed the request from the College Senate to increase the timeout time in Banner. Because of the obvious security issues, and the compliance of the current limit with the SUNY standard, the Information Security Group was in agreement that the 15-minute timeout limit should remain in place.

Grants: Melissa Miszkiewicz noted that issues on technology infrastructure and support are created when departments apply for and receive grants involving technology without coordinating or reviewing those grant proposals with CTS. There was some discussion that some processes could include a review by CTS in order to identify potential problems in grant proposals early on. These include the pre-award process review process and the research and creativity forum. Also there could be a education and communication campaign about the need to include CTS in the grant preparation process.