

ISAS Advisory Council Minutes

September 23, 2009

Grover Cleveland 418

1:00 pm

Present: Co-Chairs: Don Erwin & Maryruth Glogowski, SAH: Kerran Sanger, SE: Holly Quicksey, SNSS: Karen O'Quin, SP: Rita Zientek, Academic Computing: Melissa Miskiewicz, Athletics: Jim Fowler, Campus Life/Residence Life: Timothy Ecklund, College Relations: Tim Walsh, Continuing & Professional Studies: Margaret Shaw Burnett, CTS: Judi Basinski, Graduate School: Kimberly Jackson, Facilities: Brian Wittmer, Finance & Management: Yves Gachette, Institutional Advancement: Elizabeth Benson, ISAS: Carolynn Krupp, Instructional Technology: Melaine Kenyon, Library/Information Commons: Maureen Lindstrom, Networking & Telecom: Tom Killian

Excused: Student Affairs: Rock Doyle, Student: Aminata Camara, University College: Doug Koritz

1. Green Minutes from August 18, 2009 were approved as posted (and displayed):
http://www.buffalostate.edu/cio/documents/090818_ISAS_Advisory_Council_Minutes.pdf
2. Budget Updates
 - a. SCAP – \$177,959 still not received. We are expecting funding to be posted soon.
 - b. Academic and Scientific Equipment Funds – \$183,000 still not received. We are expecting 50% of funding to be posted soon.
 - c. Tech Fee is being spent as planned with a \$200,000 reserve
3. Web Committee update – committee is working and expecting to report back in November.
4. Project Summary –
 - a. Tom Killian reported on Wireless and Networking. Much is complete. Now focus is on Ketchum, Bacon and Rockwell. Web pages are updated – see pasted below

Full Building Coverage

E. H. Butler Library - most open areas complete; stacks pending
Bulger Communications Center
Student Union – lower lobby, dining areas, 3rd floor lobby

Hot Spots

Grover Cleveland 205, 416, 418
Upton 210, 306, 402, 504
Science 102, 104, 206
Chase 218
Ketchum 109, 300, 328
Clinton Center 208 Conf. Room
Bishop B32, B35, B36
Classroom C122, B332, B-wing vending lounge
Bacon 202, 214

- b. Guest access for wireless (and wired) is requested through the Computing Help Desk. If one is in the library he/she can go to Circulation desk for a temporary Username/Password. This should be announced in the Daily from time to time.
- c. All 17 new Smart Classrooms were completed on time! Next summer's schedule will be completed this month. Melaine is working with Debra Hurley and Associate Deans to identify classrooms. Brian noted that Rockwell Hall 3rd Floor will be rehabbed in 2010-2011. He will keep Melaine in the loop since Rockwell temporary rooms are used as surge classrooms. Melaine requested that Smart Classrooms be a standing update items on ISAS-AC agendas.
- d. Don reported that he and Carolyn had met with all departments involved in the catalog production process and program and course approval process. They have documented workflow. The Online Catalog Committee will meet after October 20th.

- e. Judi reported for Pete Carey that the campus has contracted with Clough Harbour & Associates for a capital project assessing the electronic security situation at Buffalo State. Judi ,Tom Killian and Maryruth were involved in initial meetings
- 5. Distance Education update – Margaret Shaw met with provost and president. Provost is working with deans on incentives. There is still a focus on providing 10 distance learning classes in Summer Session 2010. Meghan has set aside dates for cohort training in January. Faculty still must be identified.
- 6. New Business –
 - a. An Online Payment Subcommittee is being formed to explore a single online payment system for the campus. There is the hope to purchase a system this semester. Don will convene Tim Ecklund, Judi Basinski, Maureen Lindstrom initially and they'll add interested parties.
 - b. We should ask Campus Services to remind folks with laptops to complete the Loan of College Property Forms by posting a notice in the Daily. It is thought that some are still unaware of the need to complete this. (An effort should be made to make this electronic.)
- 7. Next Meeting will be October 21st at 1:00 in GC 418.