

[In these minutes: PBX Upgrade, Network Management Guidelines, TEL (Technology Enhanced Learning), Virus Protection, Disability Access to Web Pages]

## **INFORMATION TECHNOLOGIES COMMITTEE (SCIT)**

### **MINUTES**

**TUESDAY, FEBRUARY 6, 2001**

**10:00 - 11:30**

**300 MORRILL HALL**

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate or Twin Cities Campus Assembly. None of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate or Assembly, the Administration, or the Board of Regents.]

### **PRESENT:**

Andy Lopez (chair), Mark Bellcourt, Steve Cawley, Tim Fitzpatrick, John Fuller, Phil Goodrich, Bernard Gulachek, Louis Hammond, Ken Hanna, Jeff Johnson, Linda Jorn, Phil Kachelmyer, Myron Lowe, Nancy McGlynn, Robert McMaster, John Miller, Haesun Park, William Peterson, Shih-Pau Yen

**REGRETS:** Gary Hallman, Charlene Mason, Thomas McRoberts, April Schwartz

**ABSENT:** Stephen Downing

### **1. PBX UPGRADE**

Louis Hammond distributed and reviewed information about the PBX Upgrade plan and the timetable for its implementation. Service interruptions will be minimized by doing most of the cutovers on weekends. Various benefits will be derived from the upgraded system, and it is expected to have a useful life of about ten years.

### **2. PROPOSED UNIVERSITY NETWORK MANAGEMENT GUIDELINES**

John Miller distributed a draft statement on how OIT is to manage access to the University's bandwidth in times of high utilization. After some discussion it was decided that members would send suggestions to Andy Lopez or John Miller, who will further refine the proposal and bring a revised version to the March meeting for consideration by the Committee.

### **3. TECHNOLOGY ENHANCED LEARNING (TEL)**

Linda Jorn reported on the DMC (Digital Media Center) TEL project and distributed a TEL Design Guide and TEL Seminar brochure. The DMC has been providing customized training to various groups in the last year, has continued the T.A. Web Certification program, and is giving three week-long classes in the Carlson School this semester. Trends in the TEL Small Grant Program are developing student-intensive materials and increasing use of PDA devices. Use of WebCT has increased from about 10,000 students last fall to nearly 42,000 at present. A WebCT Course Evaluation template is being developed. DMC will be sponsoring a Big 10 TEL Conference on April 9th and 10th.

### **4. VIRUS PROTECTION**

Phil Kachelmyer reported on options available for virus protection. The University has a large block of licenses for Command software (formerly F-Prot). The license cost is \$8 per year per user, and \$50 for a server. Command can detect over 65,000 viruses, but is only for Windows-based machines. The University also had rights to Sophos for a time, but the price was raised to a prohibitive level so the contract was not continued. Mr. Kachelmyer stated that Norton AntiVirus (NAV) would be available in about a week for \$10 per year per user and \$50 for a server. NAV is available for Mac and PC platforms.

### **5. WEB PAGE DESIGN AND ACCESSIBILITY GUIDELINES**

Mark Bellcourt reported on the status of the accessibility guidelines: the working group has decided that anything new being set up on the web will have to comply with the guidelines. The State of Minnesota has already adopted the guidelines. The new ADA regulation requires compliance within six months for any organization receiving federal money, so the University must also adopt and implement the guidelines. There are a few problem areas needing a little more work:

- pages with tables and charts
- pages with dynamic fonts
- frames with dynamic information

- dynamic forms
- downloads of audio and video clips

After OIT gets a final version of the guidelines approved, the next phase will be getting the information out to the wider University community. Information about the proposed guidelines can be found at <http://cap.umn.edu/websiteaccessibility.html>

## **6. OTHER BUSINESS**

Agenda for March 6th meeting:

- a. Growing the Digital Library- Charlene Mason
- b. Update on Twin Cities General Purpose Classroom Technology Upgrade Plan - Steve Fitzgerald, Bernard Gulachek
- c. University Network Management Guidelines - John Miller

With no further business, Professor Lopez thanked all in attendance and adjourned the meeting.

Mary Kosowski

University Senate