

Committee on Educational Technology
11:00-12:00 noon, Monday, October 18, 2004

MEETING MINUTES

Present: Margaret Anderson, Rodger Blum, Anna Botta, Eric Brewer, Robert Davis, Chris Gole, Eric Loehr, and Roisin O'Sullivan

Absent: Sam Intrator, Herb Nickles, and Charles Staelin

Minutes of September 20, 2004

The minutes of the September 20, 2004 meeting were approved as written.

Reliability Statement - Margaret

The committee reviewed the draft statement that Margie had sent out and after a couple revisions approved the statement. Margie will make the suggested changes and send the statement to Provost Bourque and Charles Staelin for approval prior to posting it on the ITS and CET websites.

Election of CET Chair(s) for FY2005

Anna Botta and Margie Anderson are willing to share the responsibilities of chairing CET this year and the committee voted unanimously to support their co-chairing. Anna will attend the ITCC meetings as it is held at a time that does not fit Margie's schedule. Anna reported that at the October 18th ITCC meeting the issue of student computer maintenance was discussed. At the beginning of the semester many students had problems with viruses and something needs to be done to encourage them to do regular maintenance and upgrades on their computers so that their equipment and the network remain healthy and function correctly. Rodger noted that the same could be said about faculty; many do not perform required upgrades and do not understand the need for computer maintenance. Robert said that perhaps the FCAP machines should be set up to auto-update. He also thought that this should be a topic for discussion in the faculty development sub-committee. Eric Brewer said that lab computers that have "unprivileged users" should be set up with auto updates wherever possible so that those machines do

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not fall behind. He said that most lab equipment in the Science Center was set up that way now.

SPAM filter request - Nick Horton

The committee discussed a request from Nick Horton to have access to the log of emails that are deleted because of their high SPAM rating. Some members said that they are not getting emails that they have any messages being quarantined and others expressed concern about this auto deletion. Robert said that he would discuss their concerns with Ben Marsden, Director of Systems and Networks, and ask Ben to plan to attend the next CET meeting and address these issues.

Smith's Password Security Practices - Dana Leibsohn

Dana Leibsohn had sent the committee an email expressing her concern about the number of separate passwords that were necessary to navigate through the system here at Smith. Robert said that Ben Marsden was the person who would need to address the levels of security that were absolutely necessary and that he would follow up with Ben about this for the next meeting. Robert also said that he and Mela Dutka were looking at a Blackboard portal system and that ITS had been looking at Oracle, Novell, and Blackboard portals that would address this issue. He noted that Novell and GroupWise can have the same password already and that perhaps the community just needs to be reminded of that. Margie said that she would write to Nick and Dana and let them know that their issues would be discussed in more detail and the next CET meeting.

Other Business

Robert said that he felt it was important to begin meeting with a sub-committee on faculty development. The faculty on the CET all felt that it was important to be part of this sub-committee, so the six faculty members, Robert, and Linda Ahern will meet on Monday, October 25th in Stoddard Hall G4.

The faculty meeting is Wednesday, October 27th and Charles will remind faculty of the CET initiative proposal deadline which is November 5th. The committee will review the proposals at the November 15th meeting and the web address to check proposals is: www.smith.edu/cet/admin

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Robert gave the committee a handout with proposed new FCAP standards and the committee approved the new Apple G5 iMac configuration. They agreed to discuss the procedure to be followed when someone wants more than the FCAP standard. They will also discuss getting 1GB hard drives in the other FCAP standard computers.

There being no further time for discussion, the meeting adjourned at 12:00 noon. The next meeting of CET will be November 15th at 11:00AM in Stoddard Hall G4 unless otherwise notified.

Respectfully submitted,

Constance McGinn, recorder