

**Institutional Technology Planning Committee  
Minutes  
3 October 2007**

**Members in Attendance:**

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

**Discussion Items:**

- New committee members: Jeff Storm from HPPE and Tracey McMichael from Extended Studies
- Mark Manzanares discussed on-going AITC activities
  - Mark discussed AITC technology survey approach: members to canvas their areas and develop list of “wants, needs and desires”
  - ITPC agreed to use a similar approach for its survey of campus IT needs
- Committee discussed current approach and format for IT Strategic Plan
  - ITPC agreed to stay with current format and approach
  - Members agreed to provide inputs into the plan by the next meeting
- Committee discussed proposed language for copyright infringement enforcement
  - ITPC decided that a policy should be developed for the overall copyright issue
- Mike Nicholson discussed status of campus emergency communication review
  - Vendor selected; awaiting final approval
- New and remaining agenda items
  - Google Calendar utilization/campus resource scheduling
  - Campus resource fees
  - Campus security training
  - Review of the Attribute Based Message (ABM) procedure (New)
- **Open Action Items**
  - Cameron Miller to establish ITPC listserv
  - Mike Nicholson to coordinate update of ITPC website
  - Glenda Geu and Mike Nicholson to develop draft Copyright Policy
- **Next Meeting**
  - 7 November; SUB 315
  - Agenda topics:
    - Review Action Item status
    - Review IT Plan and Prioritize Tactics
    - Address other agenda items as time permits