

**MINUTES**  
**Information Technology Advisory Committee**  
**April 23, 2010**

Attendees: John Albano, Jeff Aspelmeier, Charlie Cosmato, Erin Cruise, Dave Falletta, Brandon Hall, Steve Helm, Danny Kemp, Wendy Lowe, Randa McDonald, Margaret McManus (for Bill Abplanalp), Ed Oakes, Sean Ramsey, Lisa Ridpath, Rick Rogers, Dennie Templeton, Brad Tilley, Monica Weinzapfel

Absent: Axel Grossmann, Maung Htay, Twynier Jones (student representative), Jackie McNabb

The Information Technology Advisory Committee was called to order by Charlie Cosmato, Vice Chair, at 2:30 pm on April 23, 2010. Charlie asked for approval of the March 26, 2010 minutes. Jeff Aspelmeier motioned to approve, Monica Weinzapfel seconded, motion carried.

John Albano discussed iPad use in academic departments and reviewed computer recommendations. The committee made the following suggestions:

- list the iPad and Netbook separately from the computer recommendations so no one thinks we are recommending that an iPad or Netbook be purchased.
- include a separate section (that stands out) that will help people understand that computer repair support is different depending on what computer is purchased.
- include information on Microsoft Office, Anti-Virus (be specific), and Clean Access.
- add more information on the differences between mid- and high-end recommendations

Ed Oakes discussed running scheduled anti-virus scans. Steve Helm motioned to include in the Information Technology's training (when faculty/staff get a new computer) the importance of full virus scans and running them once a month. Sean Ramsey seconded and suggested sending reminders to run the scans, motion carried.

Ed Oakes stated that he met with the Student Government Association (SGA) and gave them a presentation on Student Hosted Email. The SGA provided a motion of support to go forward with the MS Live platform. The students would like this platform in place by August when school starts. Ed motioned to go forward with the MS Live platform. Monica Weinzapfel seconded, motion carried.

Ed Oakes updated the Committee on the progress of the new RU website. Digital Wave has presented designs for the new website and a content management system has been selected (Day Software) through the RFP process.

Steve Helm discussed the current print allocations for students and workflow. He stated that students were running out of money on their print allocations and library staff were

having to handle cash in order to let them print pages after hours. Steve requested an online payment option for students. Danny Kemp told Steve that someone from Information Technology would look for a solution and report back to the committee.

Jeff Aspelmeier motioned to adjourn, Sean Ramsey seconded.

Respectfully submitted,

Linda W. Kipps