MINUTES OF THE ACADEMIC INFORMATION TECHNOLOGY
CALIFORNIA STATE UNIVERSITY, FRESNO
5240 N. Jackson Avenue, M/S UC43
Fresno, California 93740-8023

Office of the Academic Senate
Ext. 8-2743

February 11, 2008

Members Present:	R. Amarasinghe, O. Benavides, J. Cagle, E. Nelson, R. Parker, S. Seepersad, P. Newell, D. Martin, K. Moffitt.
Absent:	B. Auernheimer, L. Harding, D. Nef, M. Yousef, L. Newlander, R. Boes, M. Bach.

The meeting was called to order by Chair Otto Benavides at 1:00 p.m. in the Education Building room # 316.

1.   Minutes.   MSC to approve the Minutes of January 28, 2008.

2.   Agenda.   MSC to approve the Agenda as distributed.

3.   Communications and Announcements.

       Chair O. Benavides shared ICEM (International Conference on Educational Media) meeting in Vienna last week, including photographs.

       Faculty technology survey is finished. E. Nelson will report at the next meeting.

       The meeting time will be discussed at the next meeting.

       The draft Acceptable Use Policy was discussed at the IETCC meeting and was recommended as an interim policy. We will put it on the agenda for the next meeting.

4.   ITRP Information Terminal Resources Project.

       Regarding the TII (Technology Infrastructure Initiative) project now finishing, it was brought up that the faceplates with wiring are not finished. This part of the project will be completed with the new telephone system. D. Martin asked for advice on how to best

communicate this information to the university community and interested parties.

5.   Information Technology Services (ITS) Communications.

    D. Martin talked about discussions within ITS about how to generally improve communication with the university community. One idea suggested would be an electronic or paper-based newsletter. Using multiple methods of reaching people is a good approach, given how people use media.

6.   Academic Information Technology (AIT) Website Review and Recommendation.

    Among topics discussed: Where are current standards for students and faculty? To whom is the website addressed? For what purposes? Who are the constituents coming to this page? There should be a webpage (or path) for Students (i.e., what they need to know, etc.: requirements, pricing, etc.) Have information in one good place with multiple links to that page. University homepage should have clear link to terms students would use: e.g., "computing links." Need to update "Reports."

    Chair Benavides created a working committee with himself, K. Moffitt, R. Parker, & J. Cagle to work on revising the AIT website.

    Regarding the University homepage and web structure: The AIT Committee will draft an advisory memorandum for changing the focus and functionality of the University's homepage and topic links structure.

    Back to the AIT website: Create an archive section for older materials and to better highlight what is currently & actively important.

MSC to adjourn at 2:30 p.m.

The next scheduled meeting of the Academic Information Technology Committee (AIT) will be February 25, 2007. An agenda will be sent out prior to the meeting.