

## ITPC Agenda

**Draft - ITPC Minutes- Feb 2011**

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ITPC Minutes - [Feb 2, 2011](#) - Social Sciences 128

Attending: Sunita Ahlawat, Eileen Alexy, Alex Czeto, Julie Hughes, Karen Clark, Stephen Kornas, Rich Kroth, Teresa Nakra, Alex Pan, Pat Pasinski, Shawn Sivy, Nadine Stern.

Excused: Jeff Kerswill, Yongming Wang

Absent: Janel Bisaquino

Guests: Tom Mahoney, GC; Frank Cooper and David Morales, R&R; Ryan Gladysiewicz, ITS; Sharon Whitfield, library. ITPC business:

Ryan Gladysiewicz, chair of the LMS evaluation committee reminded everyone to complete the LMS satisfaction survey. This survey has been mentioned at the Deans/IT meeting. Faculty senate has not met since the survey was distributed. As of Feb 2, we have received 146 responses - reminder being sent on [Friday, Feb 4](#).

The IT Directors/Assistant Directors had a retreat in Fall 2010 to discuss and review the IT strategic plan. It is time to update the plan. There was a brief discussion about what ITPC's involvement will be. The majority agreed that at this time a small group of IT staff will develop a rough draft of a strategic plan and bring it to ITPC for discussion. ITPC will hold 2 consecutive meetings at which the Draft is discussed, to allow for iterative revision, input, and an advisory vote. Rich Kroth is considering volunteering to work with IT in developing the rough draft.

The NJEDge best practices faculty showcase will be held at TCNJ on March 11. Thirty-three proposals have been received. Julie Hughes volunteered to assist in reviewing the proposals.

Members from IT and R & R developed a responsible printing document which includes tips and tricks on using the new mfp. Some of the information is available at <http://mfphelp.pages.tcnj.edu/>. The other documents are attached at the end of the minutes. We ask that ITPC review the website and documents and recommend the appropriate action at the next ITPC meeting.

The rest of the meeting focused on the Google Apps for Education project:

Shawn Sivy gave an update on all Google committees.

helpdesk committee - working on documentation/tutorials

technical committee - setting up process - on target to create incoming freshman accounts early [April](#)

policy and communication committee - getting ready to launch the communication plan after committee meeting Feb 10.

The communication website can be found at <http://googleapps.pages.tcnj.edu/>

contract committee - contract is signed. General Counsel worked with other attorneys and Colleges when negotiating/adapting the contract for TCNJ.

GC also helped ITPC understand the difference between educational records and non-educational records as it relates to FERPA; explained about indemnification and the user agreement.

Sharon Whitfield from the library raised concerns about some of the google add-ons especially for those that have Google Apps for education AND a gmail account. Sharon suggested some additional testing scenarios which we will do.

Frank Cooper mentioned that letters to incoming freshman need to be adjusted to reflect the Google apps for education changes.

We had a brief discuss about what to name the url that we will use to go directly to google (not through the portal). The Policy and Communications committee will decide on Feb 10.

**Questions:**

Should we be concerned regarding intellectual properties?

Tom explained that Google does not own the data and the contract states that if intellectual property is being stored on Google's site. If information is going back and forth via email, no matter what email system, the email should be encrypted.

What if a student doesn't want an email account through Google?

If students do not want a google apps for education email, they can "opt out" and get a zimbra account.

How does this affect licensing for things like the library databases?

Per Shawn, he will be able to determine the "role" of the person signing in so that only those legitimately entitled to use the library databases will have access.