

Administrative Technology Utilization Committee Faculty Committee Report

Date: October 4, 2007

Attending: John Barone (Chair), Jason Pierce (for Wanda Campbell), Janis Bowles, Valerie Alexander-Spicer, Rick Tew, Abraham George, Tim Howard, Cindy Henning, Laurie Jones, Robert Cummings

Topics Considered

1. Abraham George reported on the successful implementation of Zenworks, a Novell software program that allows CINS to install software programs on faculty and staff computers without requiring an in-person visit to the computer. George stressed that the security procedures in place, such as requiring the faculty/staff member to be at the computer, entering the computer's I.P. address. The use of the program should speed up CINS response times to user requests for software installations and upgrades.

2. Rick Tew reviewed major CINS projects:
 - A) The web team is implementing OmniUpdate, a program designed to ease the updating of CSU's websites. At present Jay Knape and his team are converting unit websites one at a time and training appropriate personnel on how to use the program. The program is easier to use than earlier software and should allow departments and units to keep their websites up to date. A 6 to 12 month time line is anticipated for the program to be fully implemented across campus. The order in which sites will be converted was not available at the meeting.

 - B) A second program that has recently become available for CSU faculty and staff is Capital Update. This program has two parts. The first is a web-based registration system useful for large scale meetings and on-campus events. The program is presently being used at the Cummingham Center. The second part of the program is a web-based survey module, which allows for the easy design and implementation of surveys. The data collected from the surveys is then summarized in a database. Committee members felt this might have potential as an improved way of getting student evaluations for both courses and other activities. A demonstration of the program will, we hope, be ready for the next committee meeting.

 - C) Among on-going projects is the implementation of a centralized calendar system for the entire campus. This way all events, concerts, and activities will be visible on a single calendar—making scheduling and attending such events easier. This is a joint project with Public Relations.

 - D) ConnectEd, an emergency notification system, has now been implemented for campus. Earlier in the fall, students were asked to supply emergency phone contacts, and the overwhelming majority of students responded. Thus, if there is a campus emergency, students can quickly be contacted and informed of any necessary safety measures. Among

the topics of discussion were that student contact information is considered confidential and is not subject to the open records laws, though the contact information of faculty and staff is not protected. Student contact information will be updated at the beginning of each semester, as student body changes and the students change their phone service.

E) CINS, Knology and Enrollment Services are working together to develop an interactive call system, that will allow students to use a menu-driven system to check such information as account balances, financial aid status, missing items from prospective student applications, etc. CINS will be providing hourly extracts of the relevant information to Knology, for the call system. For security, the students will need to provide both their CSU ID numbers and passwords. The program is in the testing phase and the goal is to have this ready for spring registration (mid-November).

F) Also in development: The purchase and implementation of new scheduling software that will be completely web-based. This will include a scheduling optimizer for better use of classroom space. The next version of CougarNet is also in the testing phase. This will include an improved email system and a new calendar.

3. We also briefly discussed the use of the Thunderbird Email program as a means of archiving old emails. CINS provides written instructions for the use of Thunderbird on a case-by-case basis. In addition, Remedy Web will be upgraded with a new footprint sometime in November.

Recorder: John Barone