Lane Community College

Technology Council

Meeting Notes from May 17, 2005

ATTENDANCE:

☑ ALEN BAHRET   ☑ STEPHEN PRUCH
☑ PAM DANE   ☑ JUSTIN TITTELFITZ
☑ JOE ESCOBAR   ☑ MARK WILLIAMS
☑ HELEN GARRETT   ☐
(ARRIVED AT 4:05)   ☐
☑ PATRICK LANNING   ☐
☑ DON PATTON   ☐ _____

OUTCOMES:	DISCUSSION:

	1. Guest: Steven Babkirk. Regrets: Garrett (but trying to make it) The chair is still researching the procedure for recognizing new appointees. Steven will be (is?) a new appointee from the incoming ASLCC administration. 2. Minutes from May 3 meeting were reviewed and approved without modification. 3. Modem access and VPN Policies: Tittelfitz presented the most recent drafts of these two policies. Discussion of format, policy vs procedure, how to keep policy out of procedure, how best to include related procedures with policies, mixing many policies in one (for instance, anti-virus in remote access) and others. The council seemed to be favoring an approach that would create a greater number of specific policies that are referred to by other policies vs creating a few large policies that actually contain more than one policy. 4. Discussion of proposed template:
	    a. **Policy**
	    b. **Purpose**
	        i. Supporting Policy (if not it's own separate policy)
	    c. **Scope**
	    d. Related procedure links
	    e. Related policy links
	    f. **Definitions** 5. Discussion of how the draft dial-up access policy from Tittelfitz might be re-worked to fit the format proposed in (4). General council agreement on the recap supplied by the chair. 6. Discussion of the draft VPN policy in the context of the proposed format in (4). The VPN draft was dissected with all that the council has learned in mind. 7. The council moved on to consider the Instructional Technology Strategic Plan. The chair read an email from Ken Zimmerman asking if the Technology Council would give an OK to get campus wide feedback on the draft plan. Williams called the council's attention to the structure of Curriculum, Communication, Capacity. The council suggested some opportunities to clarify the language. Williams will carry the council input to the sub-committee. The council gave their OK to sending the draft ITSP out for public comment. 8. Bahret handed out the most recent draft of the Access to Services Policy. 9. The council adjourned at 4:55.