CITAC Minutes

March 5, 2010,
Animal Sciences 8A
Host: College of Agricultural Sciences

Present: Dave Carpenter, Larry Cobb, Jim Cox, Chris Ketterman, Robin McGee, Ed Peyronnin, Jon Schroth, Mark Ritschard, Don Albrecht, Rusty Scott

Special guest – Jason Johnson, Office of the Council General

1) Jason Johnson discussed:

   a) Open records retention policy.
   b) Are data stored on third party servers discoverable?
   c) We have significant amounts of data stored on our servers. What rules govern file
      retention various types of activities: Academic, HR, financial, research, etc. How much
      of this is our responsibility?
   d) What laws govern student behavior in labs and what are lab manager liabilities? Ex.
      Student looking at pornography, child porn, etc.
   e) Explain our exposure to RIAA? Home computers coming through our network?

2) Minutes approved

3) Outlook Exchange calendar discussion

   a) Issues with how people are using and scheduling with the calendar. Should we move to
      another (Google?)
   b) While users could be doing a better job of scheduling with the calendar, there is no
      momentum to change.

4) The group agreed that if a member needs to miss a meeting, a substitute shall not be sent.

5) Rusty talked discussed Lynda.com. The website offers training for a myriad of software.
   UTFAB approved funding for a one year trial campus wide license beginning 1 July. All are
   encouraged to use it and to get the word out to their respective units.

6) Printing discussion continued. The responsibility is still with College Tech Fee committees.
   Still no action items.

7) Mark Ritschard updated on maintaining kiosks in common areas (Clark, Lory Student
   Center, and Lounge in Micro-biology). He will be putting together a governing document to
   present to UTFAB to support these.

8) Chris Ketterman mentioned some interest among his faculty to use “Magic Jack” VOIP
   phones who do not have a regular phone anymore. The firewall would have to be opened for
   their use. Rusty said there would probably be no support for this centrally.