

**Technology Committee
Meeting November 18, 2008**

Minutes

In Attendance: Carol Bosworth, Lisa Connelly Cook, Amy Beaudry, Robert Desilets, Maggie Crowell-Murray, Joan Perry, Denise Cross, Ingrid Skadberg, Mukuana Salomon, NT Izuchi, Kathy Rentsch, Rafael Vicente, Deb Downen, Louise Hamelin, Wayne Brink.

1. Policy Votes

- a. Data Access and Security policy
- b. Email Policy
- c. General Acceptable Use Update

Data Access Discussion

- Do any of the policies cover Web 2.0?
- We should strike students as they do not access college data unless they are also an employee.
- Will this govern faculty grade books?
- Should this reference personnel data in the definitions section?

Action Items

- Ken will check with Tara regarding grade books.
- Ken will check with HR regarding the addition of HR records.
- Ken will make the adjustments to the document and send it out for a vote via Outlook.
- Ken will try to arrange a Web 2.0 conversation with whoever is discussing it on campus.

Email Policy Discussion

- Item 4.5 doesn't account for email spoofing
- Item 6.2 refers to appendix C that is not attached.

Action Items

- Amy will re-work the wording of 4.5
- Ken will work Appendix C into this document

IT Acceptable Use Policy Discussion

- 4.6 lacks any reference to "Fair Use" of materials.
- There should be a hold harmless with respect to the policy relating to the law.

Action Items

- Denise will re-work the wording of 4.6 regarding "Fair Use".
- Ken will look at the original policy to see how the disclaimer can be worked in.

2. QCCFamily Usage

Discussion

- How do we prevent QCCFamily from being misused?

The discussion board is not used as much because there are too many clicks to get to it.

Action Items

- Ken will research if we can just start by blocking replies to the list.
- Ken will look into education that will make the discussion board easier to use.

3. December Meeting has been canceled.