

Academic Technology Committee

May 6, 2004

9:00 a.m./ Herrington Hall Conference Room

Members present were: Don Glass, Peter Macpherson, Gary Rutledge, Bob Willis, Myra Haulmark, Rowdy Williams, Sandra Lee, Leann Burger, Larry Minks, Laura Smith, Jan Nolen, Emily Dial-Driver, Jan Carroll

- I. Minutes from previous meeting were discussed. Bob Willis motioned for minutes to be approved – Rowdy Williams seconded the motion. The motion was accepted unanimously.
- II. Peter McPherson - Spam Filtering - Continued discussion regarding spam filtering – Much of this discussion mirrored the previous meeting, including voiced concerns by Jan Carroll regarding the risks involved, including a risk that relevant mail might be filtered. It was reported that the faculty senate had recommended some spam filtering at the server level. Jan Carroll requested that she receive a memo from faculty senate stating their recommendations. Emily Dial-Driver reported that these recommendations were also reported in the minutes of the faculty senate meeting but that she would also forward a memo.
- III. Common Passwords on Cart Computers – Peter Macpherson raised the concern that some of the computers on carts in classrooms did not have a common password, making it difficult for faculty to log on. Jan Carroll reported that all carts should have “common” passwords and that if one exists where this is not so – to please inform Academic Computing.
- IV. Faculty e-mail policy – Peter passed out several examples of e-mail policy from other universities and recommended using the University of Oklahoma’s in addition to adding a “Best Practices” appendix. There was some discussion that details of the policy should be clarified, such as ORA and FERPA. It was also suggested that the term “mass e-mail” be clarified and some discussion ensued about how the term was currently interpreted – along with the effects it has on class communication.