

UNIVERSITY COMMITTEE ON INFORMATION TECHNOLOGY
AND TELECOMMUNICATIONS POLICY (ITTP)

Minutes of Meeting
May 12, 2006

I. Chair's Announcements

Andrew Kahng, ITTP Chair

Chair Kahng updated the committee on several issues relevant to its charge.

- Report of the Special Committee on Scholarly Communications (SCSC): Even though the committee had not submitted its comments before the deadline, the revised version of the SCSC report had incorporated the changes and suggestions the committee would have offered. The final document included better sources and more specific information, particularly regarding open source access, journal subscriptions, and scientific societies as well as the review process prior to publication for online publishing, including attendant copyright concerns. The final report may be accessed at:

<http://www.universityofcalifornia.edu/senate/committees/scsc/reports.html>

- Usage: Usage issues are more readily understandable and actionable. Usage policy should now accommodate policy, users, and system administrators.
- Research cyber-infrastructure: Members are reminded to include instruction when deliberating research cyber-infrastructure changes and policies.

II. Consent Calendar

The minutes of the February 3, 2006 meeting were approved.

III. Information Technology Leadership Council (ITLC) update

Andrew Kahng, ITTP Chair

Chair Kahng informed members that the ITLC functions in a comparable manner to the Council of Vice Chancellors and the systemwide Committee on Research, but as not every campus has a chief information officer (CIO), the group is not called the Council of CIOs. At the ITLC meeting of May 9, 2006, the council was updated on the development of a proposal for the PetaScale computer to be submitted to the National Science Foundation. Disaster recovery resources were discussed in detail, and Human Resources Information Systems (HRIS) computer applications, such as compensation audits and senior management group payroll tracking, were also presented. Particular emphasis was placed upon financial resources management and the frequently dissimilar interests of efficient business models and meeting user needs. (See Distributions 2 and 6.)

IV. Information Technology Guidance Committee (ITGC) update

Kristine Hafner, Associate Vice President, IR&C
Daniel Greenstein, Associate Vice President, IR&C, and University Librarian

Vice President Greenstein began the update by explaining that the role of ITGC is, over the course of its 18 month lifespan, to recommend methods to improve strategic planning, leveraging, and efficiency of UC information technology. The focus is on empowerment of UC personnel, not cost savings. Among the issues ITGC is examining are: How to better coordinate campus IT initiatives and innovations from the OP level without constraining campus-level efforts; how to balance the ideal of synergy with the prestige of large fiscal investments and output; and how to foster distance collaboration vis-à-vis concerns of security, resource sharing, and privacy, especially regarding overseas efforts. The current task before ITGC is to reduce the list of significant IT issues to the top 3-4 priorities, and then to develop a plan to address them. Debate centers on whether to start from the bottom-up or the top-down, and what infrastructure is necessary to do so in either direction. (See Distributions 3, 5, and 6; further, see the ITGC website:

<http://www.universityofcalifornia.edu/itgc/welcome.html> .)

V. Consultation with the Office of the President – Information Resources and Communication (IR&C)

Kristine Hafner, Associate Vice President, IR&C
Jacqueline Craig, Director of Policy, IR&C
David Walker, Director of Advanced Technologies, IR&C

Director Craig provided members with an update on the development of electronic information stewardship policies at UC (see Distribution 7). Revisions to the stewardship policy focus on security and access accountability and on privacy issues, such as records management and information practices, Family Education Records and Privacy Act (FERPA) compliance, APM Section 160, electronic communications policy, and Health Insurance Portability and Accountability Act (HIPAA) compliance.

Director Walker updated the committee on UCTrust, explaining that within the last month, UCTrust had gone active and is waiting for additional campus units to sign up. He also reminded members that the purpose of UCTrust is to ease access to UC-distributed resources, such as those formerly protected by CalNet. Director Walker added that there is a national effort underway, “In Common,” designed to facilitate access to library and course management tools.

Associate Vice President Hafner conveyed to members the progress of UC’s efforts to comply with the Federal Rehabilitation Act by enhancing access to IT resources for disabled students, staff, and faculty.

Discussion: Members voiced their concern that users may not be aware of policies, or, if aware of them, may not know how to comply with them. Consequently, they suggested that incumbent upon the promulgation of new policies, proof of understanding was necessary, such as certification or some other form of traceable accountability. Additionally, some members suggested greater emphasis on accountability and compliance in the form of penalties for misuse, even if resulting from unfamiliarity. Members were also concerned about the lack of specificity in disaster recovery plans,

emphasizing that preventive measures could be just as valuable as post hoc steps. They noted further that current documents do not offer issue-specific recovery strategies, which may be useful. Members further stated their preference for seeing layered policy development, noting that the security and training needs for system administrators, advanced users, and lay users are different. Members suggested that encryption standards be updated to include “instant messaging” and similar, emerging communications technologies.

ACTION: Members will provide informal feedback to Director Craig on stewardship policy development prior to the formal commentary period to be held late summer/early fall 2006. Reference material available at:

<http://www.ucop.edu/irc/itsec/uc/DraftPolicy.html>

<http://www.ucop.edu/irc/itsec/uc/documents/policyoverview.pdf>

http://www.ucop.edu/irc/itsec/uc/documents/policy.stewardship.v9_000.pdf

<http://www.ucop.edu/irc/itsec/uc/documents/guidelines.5.9.06.v12.doc>

ACTION: Members will discuss with their campuses adding services to UCTrust. Reference material available at:

<http://www.ucop.edu/irc/itlc/uctrust/>.

ACTION: ITTP will provide feedback to Vice President Hafner on the development of web accessibility policy by mid-August 2006. Reference material (Distributions 9 and 10) to be sent under separate cover.

VI. Consultation with the Office of the President – Academic Affairs

*Paula Murphy, Director, UC Teaching, Learning and technology Center (TLtC)
(via phone)*

Director Murphy provided updates on several TLtC initiatives, including SAKAI, iTunesU, and equipment standards, as well as the ITGC subcommittees on which she sits. (See Distribution 4.)

Discussion: Given the strong recent trends toward open sourcing, as embodied by SAKAI, members queried as to the need for developing UC systemwide standards for participation and as to whether a cost analysis had been done to compare participation versus buying/developing their own software. Director Murphy indicated that such a comparison had not been undertaken, and that additional concerns focus on copyright and intellectual property issues surrounding open source information sharing. She stated that an official ITTP position on the matter would be helpful. Members also asked how they could be most helpful in the deliberative process the Office of the President (OP) undergoes when developing IT policies. Together, members and Director Murphy reached consensus that a three-tiered approach to feedback would be most useful: 1) To participate in broad, roundtable discussions, either face-to-face or via teleconference; 2) To be given a list of discrete questions by OP to which to respond; and 3) To receive regular written updates from relevant OP committees to which ITTP could respond in kind. Finally, members discussed how to acquire IT equipment which would best enable them to implement emergent software for use in both teaching and research.

ACTION: ITTP will test for the Senate new electronic conferencing software, such as “Confluence.” Analyst Feer and Director Murphy will work on the logistics of this test.

ACTION: ITTP will convey to IR&C vice presidents the suggested three-tiered approach for providing input.

ACTION: ITTP will review Berkeley's draft statement of principle regarding minimum equipment standards for faculty and consider drafting a Senate-wide statement to similar effect.

ACTION: ITTP will consider writing a statement of principle regarding the use of open source publishing.

ACTION: ITTP will consult with UC General Counsel on copyright issues regarding open source publishing.

VII. Universitywide IT Fluency and Impact Minor

David Messerschmitt, ITTP Vice Chair

Issue: ITTP has been considering, at the request of the University Committee on Education Policy (UCEP) and the Academic Council, how to best develop a proposal for a systemwide IT Fluency and Impact Minor for presentation to the campuses, who may then elect to adopt or not adopt it.

Discussion: No substantive action has taken place recently, possibly due to lack of guidance in the developmental process.

ACTION: Vice Chair Messerschmitt will spearhead the development of the proposal for a systemwide IT Fluency and Impact Minor by soliciting from members nominations of interested faculty.

ACTION: Vice Chair Messerschmitt will circulate to ITTP the latest documentation on the matter for its reference.

VIII. ITTP Response to Systemwide Review Items

- University Committee on Academic Freedom (UCAF) proposed Student Freedom of Scholarly Inquiry Principles
- University Committee on Library (UCOL) proposed Amendment to Senate Bylaw 185-Library

Discussion: Members recognize the importance of the proposed UCAF principles, and support them. However, members were concerned by the apparently limited scope of the language employed in the proposal; to wit, many faculty now engage in virtual teaching, and members believe the language of the principles should actively reflect the reality that the "classroom" is no longer merely a physical forum. Members supported the inclusion of Scholarly Communication within the charge of UCOL.

ACTION: ITTP will communicate to Academic Council its support of the intent of UCAF's proposed principles while specifying its desire to see an expanded definition of "classroom" included in the final version.

IX. Campus Updates

Represented campuses presented updates on the activities of their local IT groups. (See Distribution 1.) Concerns centered on enhancing two-way communication between the

campuses and OP and the fragmented nature of many campus IT enterprises, such as CIOs versus ISs and redundant cross-departmental activity due to the lack of a campus-wide IT leader/leadership group.

ACTION: Analyst Feer will aggregate the updates into a current matrix spreadsheet and distribute it to ITTP.

X. Planning

In addition to the items indicated above which necessitate on-going deliberation and action, members also believed that the committee could increase its relevance by exploring an amendment to its name and charge. Suggestions included omitting “tele-” and moving “communications” into the place of a modifier for “technology.” Others included removing “policy” from the title.

The meeting adjourned at 3:30 p.m.

Attest:

Andrew B. Kahng
ITTP Chair

Prepared by:

Kenneth Feer
Committee Analyst

Distributions:

1. ITTP Issues Matrix May 2006
2. ITLC Brainstorming May 9, 2006 (PowerPoint, UC ITGC)
3. ITGC Update May 2006 (PowerPoint, UC ITGC)
4. “Update on Instructional Technology at UC” (Paula Murphy)
5. ITGC Update May 2006 – Summary (PowerPoint, Daniel Greenstein)
6. Senate ITTP Meeting May 12, 2006 (PowerPoint, Andrew Kahng)
7. IT Policy Framework – Stewardship (Jacqueline Craig)
8. UC Trust website (David Walker)
9. UC IT Policy on Accessibility – Recommendations (Kristine Hafner)
10. UC ITLC Accessibility Policy – Endorsed (Kristine Hafner)