

UNIVERSITY OF TASMANIA

FACULTY OF COMMERCE

Information Technology Committee

Minutes of Meeting 7/2002 of the Faculty of Commerce Information Technology Committee was held in Room 507, Commerce and Economics Building on Tuesday, 17 September 2002 commencing at 15:10 hours.

PRESENT: Mr M Bonsey, Mr A Dillon, Mrs K Keep (Secretary),
Dr J Kendall (Chair), Mrs T Kostiuk.

1.0 PRELIMINARY MATTERS

1.1 APOLOGIES

Dr Paul Turner, Mr Peter Dixon

1.2 WELCOME

1.3 MINUTES

Minutes from the previous meeting 13 August 2002 approved with minor corrections.

1.4 REPORT OF THE CHAIR

1.4.1 Issues from the previous meeting

➤ IS Tutorial booking system- pilot meeting

A report on the pilot meeting, held on 9 September, was tabled at the meeting. It was noted that Schools would be required to identify students with special needs (such as mature age students) for priority into sessions. The pilot system is currently running to schedule.

➤ Student Representatives- feedback slide

Jon Kendall showed the PowerPoint slide at the commencement of his classes, however, it has been noted that the survey that has been developed will draw more meaningful feedback.

➤ SLA Website Maintenance: Status

The website is up to date.

➤ Copyright compliance and Content Management System

Refer to items 1.6.1 & 2.1.

1.5 REPORT OF ITS (MICHAEL BONSEY)

1.5.1 Issues from previous meeting

➤ **Student focus groups: Status**

The student survey has been circulated to each school to distribute to a class within each year level. Surveys that have been returned so far indicate that no student has volunteered to join a focus group. The remaining surveys will be collected by the end of next week and a report will be provided at the next meeting.

ACTION: M Bonsey

➤ **Multimedia streaming: Status**

The new software “ Real Server 9” is up and running and working well. Instructions for usage will be distributed to staff.

ACTION: A Dillon

1.5.2 Ongoing developments within Faculty of Commerce

➤ **Lease machine installation**

The NDS changeover has been completed for Accounting & Finance, the operating system upgrade and NDS changeover process is nearing completion for Economics; Management desktop machines should be completed by November.

➤ **Server issues**

No issues were raised.

1.6 REPORT OF ITS (ADRIAN DILLON)

1.6.1 Issues from previous meeting

➤ **Ongoing developments University wide**

The digital copyright project is progressing rapidly. The required bibliographic meta-data will reside on Oracle for the interim for testing purposes. The digital copyright software agreement has been signed. “Masterfile” is now installed.

It was noted that E-Reserve’s content would eventually be transferred to Masterfile.

Tracy raised the issue of Newspaper articles and what percent of an article is permitted for copying, and do articles need to be registered? Tracy will raise the questions with David Gerard and report back to the next meeting.

ACTION: T Kostiuk

Adrian Dillon will provide further reports on the Digital Copyright project's progress over the next six weeks.

Michael Crow will be available as of next week for any questions.

Alistair Roberts and the Dean have met to discuss the Faculty IT requirements for 2003. The purchase of the following equipment has been approved for 2003:

- X2 Multimedia PC's
- X1 Data projector
- X1 Canon Scanner – Launceston
- X2 Canon Scanners – Hobart

The use of the "CREA" machines was discussed as being an alternative to buying new multimedia PC's. This option will be discussed further at upcoming meetings.

2.0 FACULTY CONTENT MANAGEMENT SYSTEM

2.1 Update by Tracy Kostiuk

The Faculty website has had no progress to date; work will commence in October on the Faculty office page.

3.0 ISSUES ARISING FROM THE SLA IMPLEMENTATION

3.1 Lab Printing Issues

Two PUP printers (Lexmark T522, Com-2 & Com-3) have been installed in to the Commerce labs. The SAPS printer (HP Laserjet 5si mx) will be available for another month.

3.2 Helpdesk Response Time And Related Issues: Status On Statistics Retrieval

It was reported that the new integrated helpdesk goes live next month. Software has been upgraded which will enable statistics to be obtained a lot more easily.

4.0 OTHER BUSINESS

There was no other business.

The meeting closed at 16:20 hrs.

CONFIRMED:

Date: __ / __ / __

Chair: _____