Minutes (available on web and already distributed by listserv)

Attendees: Chair Chris Foote, Vice Chair Alfonso Cardenas, Jack Beatty, Christine Borgman, Dana Cuff, Jim Davis, Mike McCoy, Sam Morabito, Lisa Spangenberg, Chuck Taylor

Guests: Gwen McCurry, CTS; Greg Kitch, HSSEAS (for Tom Phelan); Mike Schilling, CTS; Ruth Sabean, College/OIT; Tom Trappler, ATS; Kent Wada, AIS; Esther Woo-Benjamin, OIT

1. Reports
   a. Chris Foote introduced Lisa Spangenberg, the new Graduate Student representative member of ITPB.
   b. The Board approved via email, new wording to the campus email policy about mass messaging.
   c. The EVC has approved extending the ITPB’s term of service beyond June 30, 2003 and Chris Foote has agreed to continue as Chair; but no official re-appointment letter has been received.
   d. Tom Trappler reported that UCLA and UCOP have successfully negotiated a new Microsoft Consolidated Campus Agreement (MCCA) that is highly customized for UC. The MCCA includes numerous unprecedented features and represents a new model for doing business that focuses on academic instead of corporate needs. The agreement is based on knowledge worker FTE count instead of number of machines and includes such benefits as: discounted pricing on Microsoft desktop and server products, guaranteed no price increase for 4 years, simplified compliance and administration, current versions of all products, and work-at-home rights at no additional charge. There is an open enrollment period from May 1 – May 30th. Departments will have opportunities to join quarterly, but the MCCA will proceed only if total UC wide minimum FTE enrollment threshold is reached during this initial enrollment period. Substantial additional price decreases will be applied as enrolled FTE volume increases. Complete details on MCCA can be found at: www.ats.ucla.edu/software.

2. Wireless
The UCLA Data Wireless Pilot Initiative has formally come to a close. Gwen McCurry updated the Board on the Campus Pilot Initiative and Project Team recommendations. Those recommendations center around: wireless services on campus, proposed wireless standards and policies, future support for PDAs, opening the wireless network to other protocols, and wireless impact on pedagogical activities.

The Data Wireless Initiative is now entering a campus wide project assessment process and the Common Systems Group (CSG) is reviewing with constituents and assessing the impact of the Phase 1 Implementation Proposal. The priorities for Phase 1 are: 1) distribute final wireless standards by Spring Quarter 2003; 2) implement interim production VPN by Spring Quarter 2003; 3) establish and announce production level service for existing pilot areas by Fall Quarter 2003. The implied model is that CTS support any ‘open common areas’ approved for data wireless production deployment and schools, departments and administrative units provision wireless access in their ‘interior’ space.

The Phase 2 implementation objective is to conduct a PDA pilot test with VPN by Summer Quarter 2003.

The Phase 3 implementation objectives are: 1) extend wireless coverage to open common areas recommended by the Pilot Team by Winter Quarter 2004; 2) implement long term VPN redundant solution by Fall Quarter 2003; and 3) extend wireless to selective meeting/conference rooms, timeline to be determined.

3. Educational Technology Initiatives

The responsibility of the College Faculty Committee on Educational Technology (FCET) has been expanded to include all UCLA undergraduate instruction. To achieve this goal, faculty representative have been appointed from the Henry Samueli School of Engineering and Applied Science (HSSEAS) and the School of Arts and Architecture. The ITPB agreed with the expanded charge and asked the FCET to develop an implementation plan for the Student Integration Area of Emphasis. In addition to the Course Management System project already underway, the FCET will be reviewing three new initiatives: 1) a blended instruction pilot program; 2) using wireless networking in innovative ways in teaching; and 3) an instructional applications server pilot.

The Blended Instruction Pilot program is part of the EVC’s Technology in the Frontiers of Learning initiative. Jointly funded by the EVC and campus units, the intent of the pilots is to develop hands-on experience with new modes of instruction by developing a set of case studies that blend classroom and online instruction. Using an annual RFP process, two or more large undergraduate courses will be selected each year for the next two years for redesign using active learning methodologies and technology strategies. This initiative and the RFP process will be announced in Fall 2003.
There were several differing viewpoints among the Board on support for this initiative as well as how courses should be selected. However, the Board agreed to charge the FCET with developing a proposal to shape this project.

4. Campus Policy

Kent Wada updated the Board on three campus policy issues:

**USA Patriot Act Update**

The confluence of the USA PATRIOT Act and other recent legislation and administrative policies represent new challenges for institutions like UCLA in protecting privacy, freedom of speech, academic freedom, freedom of access to information and IT security. Strategies to address this include: review of campus wide policy and procedures; developing communications to raise awareness and provide education; and developing new policy for records retention. More details can be found at:  

**SB 1386 Update**

UCLA in conjunction with UC is beginning work on campus compliance for SB 1386, a new provision to the California Information Practices Act (IPA) that helps protect Californians from identify theft.

**File Sharing Update**

An official communication will be coordinated through UCOP and Office of General Council so that no one campus will say something that could harm UC as a whole.

5. Future Meetings:

- Tuesday, May 20, 2-4 p.m. @ 2121 Murphy
- Tuesday, June 10, 2-4 p.m. @ 2121 Murphy
- Monday, July 7, 2-4 p.m. @ 2121 Murphy

6. Action Items

- All members to review and comment on Wireless Standards document
- FCET to develop implementation plan for Student Integration Area of Emphasis
- FCET to develop proposal for Technology in the Frontiers of Learning

7. Adjourn