I. Call to Order – 10:30AM

II. Members Present
Simon Balm, Co-Chair
Ishan Khwaja
Mario Martinez
Christine Miller
Waleed Nasr
Wendy Parise
Tom Peters
Steve Peterson

III. Action Items

A. Fall Semester Meeting Dates: the committee agreed to meet from 10:30 AM-12:00 PM in the Library Conference Room on the following dates: 10/16, 11/6 and 12/4.

IV. Reports

A. Email Security Update: Simon updated the committee on the results and implementation of the email security recommendations made over the Summer.

B. Simon reported that currently there is zero budget for technology this year.

C. Simon and Wendy updated the Committee on the work of the Information Services and Distance Education Committees.
V. Discussion Items

A. Email Security

The committee agreed that user education is the most effective way in preventing further breaches in email and network security and discussed the possibility of producing a short video presentation made by students in the Communications Department which would be made available to the campus community.

B. Information Security Guidelines

The committee discussed the importance of updating the draft Information Security Guidelines document which has not been revised since 2006.

VI. Adjournment – 11:45 AM