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Brock University Senate

MINUTES OF MEETING #5 (2009-10)

SENATE INFORMATION TECHNOLOGY AND

INFRASTRUCTURE COMMITTEE

THURSDAY, APRIL 1, 2010, 12:30 PM

SANKEY CHAMBER, MACKENZIE CHOWN COMPLEX

PRESENT: Professor Dan Malleck (Chair), Professor David Vivian (Vice-Chair), Professor Donald Brown, Interim Dean Rick Cheel, Professor Marilyn Cottrell, Dr. Murray Knuttila, Professor Joyce Mgombelo, Mr. Sebastian Prins, Mr. Bill Rickers, Professor John Sivell, Mr. Bruce Wormald

Mr. Domenic Mannicia, Dr. Jack Miller, Mr. Tom Saint-Ivany, Ms. Margaret Sanderson, Mr. Scott Walker, Dr. Philip Wright, Ms. Margaret Thompson (Administrative Support)

REGRETS: Professor Alexandre Amprimoz, Professor Charles Conteh, Dean Rosemary Hale, Professor Ping Liang, Professor Kelly Lockwood, Professor Ingrid Makus

Professor Malleck welcomed members and guests and called the meeting to order.

1. Approval of Agenda

MOVED (Vivian/Prins)

THAT the agenda be approved.

CARRIED

2. Approval of Minutes

[The minutes of Meeting #4 held on January 14, 2010 had been distributed with the meeting materials.]

MOVED (Vivian/Rickers)

THAT the minutes of Meeting #4 held on January 14, 2010 be approved.

CARRIED

3. Business Arising from the Minutes - None

4. Report of the Chair

Professor Malleck noted that he had received an e-mail from a faculty member which outlined a concern regarding GradeBook. Dr. Wright reported that the single issue had been dealt with by ITS.

5. Review of FHB III: 16 – Academic Computing and Communications Policy
[FHB III: 16. Academic Computing and Communication Policies had been posted with the meeting materials.]

Dr. Wright requested direction from the Committee with respect to the utilization of the new Schedule 8 – IT Project Request Form and the current Senate Academic Computing and Communication Policies (FHB III: 16). The current policy provides Senate the authority to recommend, on the advice of the Information Technology and Infrastructure Committee, whether the acquisition and use of the resource would be consistent with the University's strategic plan for academic computing and communications. As well, the policy details the general process for acquisition of resources. The need to ensure that there is no disconnect between the use of the Schedule 8s and the current Senate policy was emphasized. Dr. Wright suggested that it may be beneficial to develop an annual consultation process with Senate to consider a proposed list of upcoming academic computing or communications resources.

The consultation process regarding the acquisition of academic technology requirements for new programs or changed programs and resource implications were also questioned. It was suggested that clarification also be sought through the Chair of the Undergraduate Program Committee.

MOVED (Vivian/Wright)

THAT a subcommittee of the Information Technology and Infrastructure Committee be struck to examine current policy and practices related to the acquisition of academic computing resources.

Professor Vivian, Dr. Wright, Mr. Rickers and Mr. Prins agreed to serve on the subcommittee. Professor Vivian further noted that he would consult with the Chair of the Undergraduate Program Committee.

6. COU Space Report
[An Information Item TOPIC: COU Space Report, 2007-8 dated March 25, 2010 had been posted with the meeting materials together with the following appendices:

1) Executive Summary
2) Pages 10-12 – A selection of comments in the introduction to the report
3a) Table 5 – System averages in each space category
3b) Table 8 – Brock's data in the same format as Table 5
4a) Table 8A – Shows the impact of the Welch Hall addition
4b) Table 8B – Shows the first Phase of the Norman Road building (and the Courtyard)

5) Table 6 – Teaching/Research/Academic Support Space
6) Table 41 – Total Space: Generated Space and Inventory]

Dr. Miller presented the Report and reviewed the excerpts from the COU Space Report 1007-08 as detailed in the appendices. He noted that the entire Report was available in an electronic format upon request.

During discussion, Brock's lack of teaching and research space and inadequate space to meet the needs of our students and faculty was confirmed as outlined in the appended comparison table. While the data supports the case for additional resources, the University will also need to examine alternate uses of its space. It was suggested that it would be interesting to apply the COU space inventory formula internally to determine which departments are most in need of additional space.

7. Facilities Management

7.1 Accessibility Planning – Accessible Built Environment Update

[An Information Item *TOPIC: Accessibility Planning – Accessible Built Environment Update* dated April 1, 2010, together with the Brock University Facility Accessibility Design Standards, had been posted with the meeting materials. The Spring/Summer 2010 Accessibility at Brock newsletter was circulated during the meeting.]

Ms. Sanderson provided an overview of the Report which contained detailed information regarding the proactive approaches being taken by the University to prevent and remove physical barriers under the Ontarians with Disabilities Act and to prepare the University for the Proposed Accessible Built Environment Standard under the Accessibility for Ontarians with Disabilities Act, 2005.

7.2 Major Capital Projects Update

[An Information Item *TOPIC: Major Projects Update* dated March 25, 2010 had been posted with the meeting materials together with the following Project Status Update Reports: Welch Hall Addition, Norman Road (International Building), Thistle Courtyard/Marketplace, Second Campus 13.8kv Electrical Feed, and Niagara Health and Bioscience Research Complex.]

Mr. Walker reviewed each of the Major Projects Status Update Reports for the information of the Committee.

7.3 Provision of Drinking Water Sources in the Workplace

[An Information Item *TOPIC: Provision of Drinking Water Sources in the Workplace* dated March 25, 2010 had been posted with the meeting materials.]

Mr. Walker reviewed the Report which contained detailed information regarding the assessment of the current status of the provision of drinking water within campus facilities with respect to legislated and other requirements, and the protocol developed to bring all facilities to compliance over a period of time.

7.4 Waste Reduction Work Plan

[The *Report of a Waste Reduction Work Plan*, together with an Information Item *TOPIC: Waste Audit Annual Report* dated March 25, 2010, had been posted with the meeting materials.]

Mr. Maniccia referred members to the Reports and provided an overview of the combined efforts underway on campus to increase environmental awareness and reduce, reuse and recycle waste. During a brief discussion, members were encouraged to contact Mr. Maniccia following the meeting if they had any comments/questions/suggestions.

8. Other Business - None

9. Adjournment

On a motion by Mr. Prins, seconded by Professor Vivian and carried, the meeting adjourned at 2:00 p.m.