

## **Technology Advisory Committee (TAC) Mid-Year Report**

The TAC had its first organizational meeting on Oct 21, 2005.

Members present: Vern Takebayashi, Dallas Shiroma, Sherrie Rupert, Leilani Hinds, Cory Takemoto, Chuck Whitley, Danny Aiu.

The following agenda items were covered:

- 1) Meeting schedule for Fall 2005 semester was set: Fri Nov 18 & Fri Dec 9. Meetings are at 11:15am in 2-614.
- 2) Elect a chair: Dallas Shiroma was elected as chair.
- 3) Committee charter for FSEC report: Vern had a draft of the TAC charter for review. It was decided that members would review and submit comments to Vern via email.

In our Nov 18 meeting, 3 major issues came up:

- 1) Docutech printing at the Print Shop. This is a continuing issue from past years involving the issue of electronic submissions of print jobs from PCs. TAC will continue to study the issue, and look at alternative solutions for meeting the printing needs of the campus.
- 2) Proper method of computer equipment disposal. What to do with old, outdated computer equipment is becoming an issue. TAC will look into proposing some guidelines and procedures for the old computers. Sanitization of computers which has been used to store critical or confidential data is an issue.
- 3) Computer Replacement Policy. TAC is working on guidelines for procedures for the replacement of computers (both for labs and for individuals) on campus.