

**Indiana University
Purdue University
Fort Wayne**

Computer Users Advisory Subcommittee

To: University Resources Policy Committee

From: Computer Users Advisory Subcommittee
B. Abbott, chair

Date: December 1, 1994

Subject: Subcommittee report "for information only"

The Computer Users Advisory Subcommittee has voted to make the following four recommendations. Our chair will bring them to the attention of the Instructional Technology Steering Committee; we would appreciate your bringing them to the attention of the Fort Wayne Senate.

- **Campus computer classrooms and laboratories need to be better coordinated.** At present, various units autonomously control these facilities—for example, C&DP is in charge of some; the School of Engineering, Technology, and Computer Science of others; and Transitional Studies of yet others. Because communication and cooperation among lab administrators are lacking, the scheduling of facilities is unnecessarily complicated and some facilities are underutilized. As a first step, knowledgeable representatives of each unit controlling a computer classroom or laboratory should meet on a regular basis to discuss and resolve issues of mutual concern.
- **Additional improvements are needed in computer classroom and laboratory set-ups.** Increasing numbers of students use several of these facilities, and are faced with radical differences in logon procedures, menuing systems, and other system defaults. Where consistent with the facilities' purposes, reasonable attempts should be made to ensure that students who have become familiar with any one facility can easily adapt to the others they might use. Where possible, students should also be afforded access to program and data files from any of the increasing number of computer-equipped classrooms and laboratories available to them.
- **Critical knowledge about campus computing systems needs to be better documented.** At present, detailed knowledge of the "as-built" condition of campus computing systems—hardware and software—appears to be stored solely in the heads of a very few experts. The importance of campus computing resources makes it essential that written records exist, so that services can continue even if these experts' services become unavailable.
- **Faculty need to have better communication with those in charge of campus computing systems.** This two-way communication needs to ensure that system personnel are aware of the needs of the faculty and that the faculty are aware of system capabilities. Toward this end, new faculty users especially must be afforded enhanced opportunities to become oriented to IPFW's computing environment and to the capabilities it offers to them and to their students.