

Questions from the Visiting Committee	
QUESTION:	RESPONSE
<u>Org chart for IT/Library department.</u>	Organizational Chart
<u>Job descriptions for all IT staff.</u>	
<u>IT Advisory/Governance Committee charts and descriptions of charges. (Minutes of meetings if they are available.)</u>	see Self Study (Minutes Not Available)
<u>IT department's charge and areas of responsibility-- e.g. web site, online strategy, academic-technology research, telecommunications, wireless communications, cable TV, video production, facility planning, grant-writing, etc.</u>	<ul style="list-style-type: none"> -Libraries -Computing Support -College Collections -Multi-Media -Networking -Instruction Technology -Language and Learning Center -Visual Resources -Administrative Information Systems -Web Services -Staff Training -Curriculum & Research Support
<u>Are there systems or structures in place to facilitate cross-IT departmental collaboration?</u>	see Self Study
<u>Could we see any IT plans the College has prepared over the course of the last 5-10 years, as well as copies of annual reports or other ways in which progress on goals is presented to the community.</u>	Annual Reports see Self Study
<u>Has the College articulated a preference/strategy for using commercial, open-source, or home-grown systems?</u>	see Self Study ("Systems")

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Has the College a strategy or deliberately oriented its IT staff members' expertise, training, and/or purchasing toward particular programming environments, database environments, hosting/outsourcing, etc.?	see Self Study
Is there an individual or a committee with responsibility for data standards, integrity, and access (a data czar)? Does this individual or group have responsibility for data security? If not, who does?	College has a data standards committee which includes IS representatives & Director of Institutional Research; there is no data czar not do we have a dedicated data security position
Is there an individual or a committee with responsibility for tracking the changing landscape of state and federal laws as well as the policies of industry groups (e.g. the payment card industry) in the context of IT?	CIO & select staff work with President's cabinet, College counsel on legal and policy issues - see also see Self Study
Could you describe the College's web infrastructure, OS, server, programming, content development/management database systems, and hosting for all web sites and services?	see Self Study ("Systems," "Enterprise Systems" and "Web") Technology-at-a-Glance
Does the College routinely track all IT spending? Does it have a policy of centralized hardware and software purchasing? Does it track other IT spending, such as IT consultants, web development, etc., spending by all departments?	http://www.brynmawr.edu/computing/policy/cascade.shtml
Has the College a strategy and a budget for IT-related classroom renovation and maintenance?	I.S. has control of the classroom technology budget and upgrades are approved Spring semester
Could we see data information on the following:	
Internet bandwidth for campus (commodity Internet and Internet 2).	Infrastructure Fact Sheet (BMC does not have I2)
Packet shaping systems and general information on settings.	Technology-at-a-Glance
Network software, gear inventory and capacity information along with	Infrastructure Fact Sheet

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<u>upgrade/replacement schedule and budget.</u>	
<u>Network servers inventory and upgrade/replacement schedule and budget.</u>	Infrastructure Fact Sheet
<u>Network storage inventory and upgrade/replacement schedule and budget.</u>	Infrastructure Fact Sheet and Technology-at-a-Glance
<u>Desktop and Laptop inventory and upgrade/replacement schedule and budget.</u>	-Inventory http://www.brynmawr.edu/computing/policy/cascade.shtml
<u>PDA inventory and upgrade/replacement schedule and budget.</u>	PDA's are departmental responsibilities; I.S. does not maintain inventory
<u>Telephone infrastructure inventory and upgrade/replacement/retirement schedule and budget.</u>	State of Telephony
<u>Cable TV network and head-end gear inventory and upgrade/replacement/retirement schedule and budget.</u>	Technology-at-a-Glance
<u>Key systems: ERP (or area systems), email, shared calendar, space management, facilities and or IT work order/help desk tracking system(s).</u>	Technology-at-a-Glance
<u>inventory systems, onecard systems, course management system, listserv, PBX, mass notification, etc.</u>	
<u>Does the College have IT skill/experience standards or benchmarks for non-IT staff and administrative positions? Is this part of the standards by which positions are graded?</u>	-Teaching and Learning Initiative is developing program with Human Resources; not complete
<u>IT related policies and procedures, such as acceptable use, privacy, security, etc.</u>	http://www.brynmawr.edu/computing/policy
