Memorandum

TO: Rick McFerron, Ramesh Soni, co-chairs, ACPAC

CC: Lloyd Onyett, Don Rosenberger

FROM: Steven F. Jackson, convener, student ID action teasm

DATE: March 14, 2001

SUBJECT: action team recommendations for student Ids (revised)

==

The student ID action team consisting of Ramesh Soni, Lloyd Onyett, and convener Steve Jackson met on 23 February 2001, with the invited guest Don Rosenberger of Student Technology Services to discuss issues of the student identification system on the university e-mail server. The group proceeded on the proposition that student use of electronic mail at IUP ought to be encouraged and considered for adoption as a semi-official form on communication at the University. Captain Rosenberger also indicated that from his experience with Student Technology Services, there are a number of impediments to the broader student use of IUP e-mail, part of which is related to the system of e-mail identities given to students.

Extensive discussion at this and previous meetings established the following criteria for e-mail identification for students.

1. Logical association with students. Nothing can be more disconcerting for faculty than to receive an e-mail from "zfhg@grove.iup.edu" and have no idea of which student it may be from. Student e-mail IDs must be logically associated with their owners so that faculty, staff, and other students can know who an e-mail is from. Students also wish to have an e-mail address that makes sense and is easily remembered. Capt. Rosenberger pointed out that one

of the most frequently-asked questions of Student Technology Services is how to set a student's four-letter sequence to something meaningful. The lack of a logical e-mail address is also thought to be a deterrent to broader student use of their IUP e-mail accounts.

2. A system which is easily understood and explained by all campus faculty and staff. Telling students to look up their ID may make sense to people familiar with the system, but it acts as a deterrent to student university e-mail use. The system for names ought to be clear and logical so that any student can be told what their e-mail ID is.

3. The system ought to avoid information that is protected by Buckley Amendment provisions. This was the original reason for moving away from the seven-digit social security number-based VMS e-mail IDs and to the four-letter IDs.

4. The system ought to accommodate multiple surnames and given names, across a span of time in excess of ten years. A quick perusal of the LDAP system reveals 129 "Smiths" at IUP currently, including two with initials "AR" and two "Andreas."   Any user ID system must be able to create IDs which are unique to an individual.

5. The initial password ought to be intuitive to the user but not publicly available. That is, the password ought not to

7. (Optional) In a similar vein, it was thought that giving e-mail addresses to incoming students ought to be accomplished before they actually arrive at IUP, and that upon a university admissions deposit, a letter to the student giving them their ID, password and information on the university Informational Technology services may be a good way to give students a feeling of university commitment to them.

8. The system should allow for the easy alphabetization of e-mail addresses and thus should ideally start with the surname.

Accordingly, the student ID action team recommends a student ID system that is:

Lastfm0613@iup.edu

Where Last=last name

Where F=first initial

Where M=middle initial (if any)

And 0000 = student birthdate (month and day). This number could be reset by the student upon request to something beginning with "14" since there are no months equivalent to 14. This would also be the number for those students whose birthdates are not known, and for those rare instances of duplicate surname, initials and birtdates. This student ID would last for one year after graduation or separation from the university after which an offer of an alumni account for a very nominal fee would be made.