Sept. 10 IT Committee meeting minutes

Hermann 124

3-4 p.m.

In attendance: Penny Evans-Plants, Tom Hocut, Paul Hoagland, Sherre Harrington, Zach Taylor, Matthew Lee, Jeremy Worsham, Sherre Harrington, Chang Pu, Basil Englis, Daniel Sipocz.

Meeting called to order at 3:01 p.m.

1. Minutes from April meeting were approved
2. New Business
	1. Kaltura Discussion

An overview of Kaltura and the over storage space problem the IT Committee began to grapple with in 2018-19.

* Berry is over the allotment of storage space. As a result, Berry has purchased additional storage space at great financial cost.
* Paul Hoagland reports IT is awaiting a report from Kaltura as to how much storage space may be saved if Berry were to create storage rules in which items that haven’t been used in the last two years would be removed (**After providing warning to faculty).**
* Early estimations is that the potential removals of content still won’t get Berry back under the storage limit.

A survey regarding Kaltura satisfaction was discussed, but it was decided it would be more effective to solicit feedback from department and/or school meetings.

* Big Blue Button could be a potential alternative to Kaltura, but there’s several unknowns
* A drawback is that Berry faculty can access and use Kaltura outside of Berry and Big Blue Button, a tool in Canvas, would not be accessible for those outside of Berry, which could hinder presentations and other academic activities.
	+ Basil Englis notes using Kaltura for search committee interviews with job applicants and capturing tutorials in addition to lecture capture.
* Jeremy Worsham reports popularity of Kaltura with faculty and that he works with faculty who seek additional ways to use Kaltura in their classes.

It was decided that there’s no need to search for Kaltura alternatives and that even though the extra storage space is not cost effective, it may be justifiable based on popularity in use.

1. Canvas Update

Penny shares that Jen Ngetich said 80% of courses are up and running on Canvas and that 40% of those courses have used the gradebook. Jen continues to encourage faculty to meet with her for course checks and troubleshooting.

Daniel Sipocz suggests using some sort of survey as a feedback tool to learn what else faculty wish Canvas could do.

* Canvas may be included in the MISO survey, as this year is the biannual year for Berry to conduct MISO.
* Chang Pu asks if there’s a way faculty can add apps not listed in Canvas. Penny said Jen could look into that possibility.
* Chang also notes an issue with tracking discussion posts in the forum from her summer experience. She had to manually track how many times students participated in discussion as well as how often they replied in the threads.
1. Security

Penny reports that OIT continues to work toward putting autolock into place after 10 minutes of inactivity of computers on campus. After 10 minutes faculty and students would have to log back in to pick back up where they left off.

* Instructor computers would be exempted from this.
* Sherre Harrington expressed concern about public work stations with autolock policies.
* Paul Hoagland suggests OIT could look into secondary thresholds to help govern different situations to make autolock less invasive, particularly in situations where students are taking an exam that requires both computer and traditional paper methods for testing.
1. MISO Survey

Penny opened discussion on whether or not the library should be included in the MISO survey.

* The last survey was about as long as possible, but it was determined that the library should be included in the survey to assist with its external review.

The committee will develop the questions for this year’s MISO survey.

1. IT Committee Charge

The committee will complete revision of the charge to present to Faculty Assembly in October.

Meeting adjourned 4:02 p.m.