Information Technology Committee

Minutes from October 22

Present: Christine Anton, Victor Bissonnette, Andy Bressette, Penny Evans-Plants, Curt Hersey, Matthew Hinson, Jessica Hornbuckle, Tom Hocut, Cameron Jordan, Charles Krause.

Curt Hersey called the meeting to order at 11:00. The minutes from our previous meeting were approved.

**Old Business**

1. 1. The charge of the IT Committee

*  Curt Hersey and others suggested that the name of our group remain the IT Committee, not the Academic IT Committee
  + o Andy Bressette, others – there is a separate group for administrative IT needs, we are focused on teaching, learning, and research needs.
  +  The group approved the proposed changes to our committee’s charge
  1. 2. The membership of the IT Committee
  +  Cameron Jordan: we change titles from time to time, should we have titles for positions defined more broadly? (e.g., “director of network operations”)
  +  Curt Hersey: what about the Nursing division? Shouldn't they be represented?
  +  Victor Bissonnette: nursing faculty will have representation through Faculty Assembly – and, they can seek to become members of this committee through FA.
  +  Andy Bressette: some schools are small – e.g., business – to have equal representation is too much of a burden on the individual faculty
  +  The group removed one position from our membership – the director of educational technology for the Charter School
  1. 3. Filtering of junk mail:
  +  Penny Evans-Plants: We have a new system on campus that sends an e-mail to users to notify them what e-mails have been filtered out of their inbox – they can then choose to have them delivered if they wish

**New Business** (Penny Evans-Plants)

* 1. 1. Our Board of Trustees have approved a standing $50,000 annual budget to be used for purchasing hardware for classroom technology – e.g., cameras and projectors.
  2. 2. The Provost has requested that we clarify our technology needs for capturing classroom lectures.
  +  Currently we have lecture capture technology in Mac 115 (basic), Green 326 (more advanced)
  +  Our goal is to develop one room in each academic building with this technology
  +  The questions is, what equipment would meet your needs?
  +  There is a dramatic variation in cost $5000-$6000 or $20000-$40000
  +  We would like to invite IT committee to the room demos
  +  Victor Bissonnette: can we get some data on current usage of this technology?
  +  Jessica Hornbuckle: the sandbox is a model setup
  1. 3. Information security advisory group – needs representative from the IT committee
  +  Curt Hersey volunteered to do this
  1. 4. How to best handle in-class multi-media problems?
  +  Charles Krause: should we have a workshop to teach faculty the basics?
  +  Curt Hersey and Nadeem Hamid: we could identify the most frequent problems – localize to room and system
  +  Penny Evans-Plants: in the future (because of a stable budget), we will have more standardization of equipment – it will be easier to identify consistent problems

November meeting – Tuesday, the 17th, 11:00.

The meeting adjourned at 12:00. Minutes respectfully submitted by Victor Bissonnette.