

IT Committee Minutes

November 12, 2009

Attendance: Curt Hersey, Lynwood Belvin, Victor Bissonnette, Cameron Jordan, Brian Carroll, Jerry Trammell, Marla Gilreath, Martha Reynolds, Penny Evans-Plants, Scott Shank, Basil Englis, Lauren Fenner.

Approval of Minutes: October meeting minutes unanimously approved

Old Business

a.) Surveys of IT and survey software:

Englis suggested Qualtrix (sp.), a user-friendly software at \$5,000 for a site license. Bissonnette suggested it could also be used by Public Relations to track the marketing efforts, as well as possibly for student course evaluations. Evans-Plants informed that a VikingWeb course eval module will be beta tested this spring. Jordan suggested that an acquired survey software (as opposed to SurveyMonkey) could be used also by Institutional Research for a variety of purposes. Hersey directed committee members to check interest in the College purchasing such a software package, primarily by checking with the Schools.

In discussion of the possible benefits of collecting past survey questions and results, and perhaps beginning a new campus-wide survey, Shank cautioned committee against overstepping its bounds or role by directing a comprehensive survey of IT. Discussion followed of the need for more pro-active planning of and for IT (Reynolds), including advocacy by the committee toward this end (Carroll); promoting a culture of surveys and perhaps a system of regular, even annual surveying for the purposes of improving communication (Bissonnette); and a reminder that ultimately students (the customers to be served) need to be able to do their work (Englis). Student complaints remain a constant. Shank pointed to intramural uses of bandwidth by students as the likely source of many of these complaints. Fenner disagreed, saying students had difficulty with core education activities that relied on the computing or IT infrastructure at Berry. Shank directed students to continue dialoging with IT via SGA, which has proven an effective communication channel. Shank re-iterated IT's interest in healthy communication and in surveying constituents, particularly with an eye toward the future and for more pro-active planning purposes.

Agreed that collecting at least what questions were asked in surveys past would be a good idea. Hersey to pursue this with help from Evans-Plants and Carroll.

b.) Digital lab subcommittee

No report beyond distributed subcommittee report.

New Business

- a. Legal and academic threats posed by course material sharing site Coursehero discussed. Shank and Carroll to discuss with Berry legal (Danny Price) the appropriate response, including the possibility of a cease-and-desist letter to be used when and where Berry's intellectual property appears to be available or shared illegally or inappropriately.

- b. Hersey directed members to read bylaws previously distributed for possible revision, particularly in terms of committee composition.
- c. English department request for portfolio options for students discussed. Trammell and Gilreath available for training and assistance on ePortfolio/Masterfile, a VikingWeb service.
- d. Carroll reported streaming difficulties in Laughlin, will report to the Help Desk. Shank reminded that bandwidth should be significantly improved in February with a new bandwidth provider.
- e. Fenner reported that SGA president Hawter interprets committee rules as requiring “three service credits” or risk funding. IT Committee has no funding, but Hersey to liaison with provost to double-check any possible service requirements.

Next Meeting: February, tba.

Adjournment: 1:45 p.m.

Respectfully submitted,
Brian Carroll