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Minutes – Information Technology Committee
February 7, 2017, 11:00 – 12:00

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Attending: Victor Bissonnette, Christopher Diller, Basil Englis, Penny Evans-Plants, Nadeem Hamid, Sherre Harrington, Curt Hersey, Tom Hocut, Charles Kraus, Landon Pierce, David Slade, Jeremy Worsham

<u>OIT announcements</u> (Penny)

Planned upgrades to classroom technology:

- May 2017: Evans 103 & 220; Cook 107, 110, 128
- July 2017: Cook 131, 134, 137, 138, 205

We will work around Governor's Honors Program and class schedules.

<u>OIT Projects List </u>(Penny)

We discussed a master spreadsheet of all OIT projects, and how these projects will be prioritized. We are striving to present the Cabinet with an optimal level of information about the projects so that they can process this information effectively. We would like to receive feedback from the Cabinet to help in prioritizing the projects.

Basil – what is the purpose or action you require from the Cabinet?
Penny – sometimes OIT priorities and department priorities don't match up – we need input from the cabinet members.

Basil – they need to isolate the projects that we can handle in a given time frame. We need to boil down the OIT priorities to the most pressing. Retain all the details, but present the bottom line priorities vs. resources balance.

Curt – perhaps prioritize projects for each member of the Cabinet individually – e.g., Academic Affairs…
Tom – a lot of resources overlap

Basil – all this is too much information/complexity; focus on information needed for strategic decisions

Sherry – the main goal is to get the Cabinet to confirm or disagree with priorities by area
Victor – how many areas?
Several – one for each cabinet member

Penny – goals: we need to manage our resources/time better, and we want to address the results of the TechQual survey. We need to do more to communicate what we are doing to make things work.

Basil – still too much inconsistencies in execution – affects current student experience – we should channel problems into priorities

Victor – suggested alternative headings: security & infrastructure, student experience (e.g., networking), classroom experience, faculty scholarship…

Several – the Governor's Honors Program is stressing resources and making it harder to prioritize non-GHP projects

Several – a lot depends on budgeting

New Business

Introduction to SACS Comprehensive Standard 3.4.12 (Sherre):

The institution's use of technology enhances student learning and is appropriate for meeting the objectives of its programs. Students have access to and training in the use of technology.

Sherre -- We are working on a draft of our work, so if anyone has comments for us, please send these to me by February 21. I'll distribute a draft later for comments.

Basil – can we review the last document for guidance?

Victor – we will announce at Faculty Assembly that we are cutting off Viking Web access 30 days after the end of the semester.

Penny – there are several classes with incompletes
Nadeem – we could write instructors to see if they would like to be excluded from this script
All – no reported concerns from faculty or students

Victor -- announcing Fair Use guidelines at FA
Curt – make sure to emphasize / explain Kaltura use -- the preferred method for posting video content
A number of faculty seems to misunderstand this – media space vs. Kaltura confusion

David – would the IT committee like to have a presentation to dean's council?
Strategies for engaging students using technology at departmental/unit level?

Penny – We have a new template for VW – new arrangement to clarify and make it easier to important content.