

Faculty IT Advisory Committee

Monday October 21, 2013

12:00pm — 1:30pm

Faculty Present: Aline Soules, Andrew Carlos, Eileen Barrett, Grant Kien, Jiming Wu, Nancy White, Kevin Brown

Faculty Not Present: Gwynan Rhabyt, Jessica Weiss, Mitch Watnik

IT: Borre Ulrichsen, Matt Collins, Ron Santiago, Bernie Salvador, Terry Smith

1) Approval of Agenda

Notes:

- Proposed change by Aline (approved): Discuss “Catastrophic Data Loss Policy” early in the agenda, after “Review of ITAC Charge”.

2) Introductions

3) Review of ITAC Charge

Notes:

- Handout of charge was provided.
- Borre stated that there is a new Student IT Advisory Committee that is being formed. The question for the FITAC is “Should there be students in FITAC?” The “Proposed Charge” for FITAC states that there should be 2 student members in FITAC. There has not been any student participation in FITAC in the past. The group discussed that students would be welcome, but that it may not be necessary to have them attend FITAC, as long as Borre is communicating updates between FITAC and the new student IT Advisory Committee.
- Is there a need for a LMS Sub-Committee? Grant stated that Jessica Weiss has led a past committee around LMS. Borre has the report that had been created from that committee.

Actions:

- **Eileen will check with ASI to check if any students should be appointed to the FITAC.**
- **Borre will find the report from the past LMS committee led by Jessica.**

4) Catastrophic Data Loss Policy

Notes:

- Aline handed out a draft document. Proposed that the FITAC read and discuss in the next meeting.

Actions:

- **FITAC members to read the draft document and be ready to discuss at the next meeting.**

5) Updates

a) Adobe Creative Suite

Notes:

- Borre stated that we now have a campus wide license for Adobe Creative Cloud.
- Will be installed in the labs.
- Will be available for all faculty/staff who want it on their work computer. Also available for their home use. Communication should come out in the next couple of weeks. But this is available now (by submitting a Service Desk ticket).
- Borre states that some labs will need to be upgraded from XP in order to run Creative Cloud. Borre expects most labs to be upgraded to Windows 7 this academic year.

b) Computer Refresh

Notes:

- Borre stated that this is currently on-going, and will keep reporting progress to this group.

c) Blackboard Outcomes module

Notes:

- Matt provided an update on what the Outcomes module is for, and recent progress on the pilot project. CEAS, Business, and General Ed are participating in the pilot project.
- Kevin asked about future plans for rolling this out, since College of Science would like to use this. Matt suggested talking to Sue Opp and Donna Wiley about future plans. Matt stated that we will likely invite Sue and/or Donna to a future FITAC meeting to discuss future plans for Outcomes.

d) Student Academic Support Systems Streamlining project

Notes:

- Per Borre, this project was previously called “Student Record Streamlining”.
- Is meant to address problems with the quality of the data in the student records.
- Major focus is on registration and enrollment management data.
- Sue Opp is the sponsor for this project.
- Immediate goal is to analyze and make recommendations for how to move forward over the next 6 months.
- May want to invite Sue to talk about this in a future FITAC meeting.

Actions:

- **Borre will share the committee charge for this project to the FITAC members.**

6) Faculty Learning Community for Teaching with Technology: Advisory Memo

Notes:

- Korey Brunetti and the Faculty Learning Community wrote this memo.

- A handout of the memo was provided to the group.
- Andrew provided some comments about the content of the memo.

Actions:

- **Andrew to provide Borre and Matt with some info about what other CSUs are doing with additional Google Services.**

7) LMS Evaluation Committee

Notes:

- Should review who was on the past committee and review past notes.

Actions:

- **Grant will email Ron the link of a website that was used for the past committee.**

8) Future Other Topics to Discuss

Notes:

- Eileen suggested the FITAC members to ask their colleagues about topics that they would like to discuss in this committee.
- Kevin asked about the conversion to Semesters.
- Where to put minutes and notes for the FITAC? Eileen suggested putting this in the same place as the rest of the Academic Senate documents.

Actions:

- **Eileen to work with Ron on organizing and sharing the FITAC documents.**

9) Adjourn at 1:34pm.