

## DRAFT MINUTES

### Faculty IT Advisory Committee

Monday November 4, 2013

12:00pm — 1:30pm

LI 2250

Faculty Present: Mitch Watnik, Grant Kien, Aline Soules, Nancy White, Eileen Barrett, Jiming Wu, Jessica Weiss

Faculty Not Present: Andrew Carlos, Kevin Brown, Gwyan Rhabyt, Mitchell Craig

IT: Borre Ulrichsen, Matt Collins, Cagdas Cubukcu

1) Approval of Agenda

2) Updates

- a) Blackboard Outcomes module – Matt: Production install of Outcomes next Monday , 11/11/13. Donna Wiley will be joining us on 11/18 for a discussion of Outcomes. We would also like Donna to cover Class Climate student evaluations.
- b) Faculty ITAC: Mitch: a new Senate web page will be created by Endre. Documents will be added to that page. Endre will include this meeting in his governance email updates. We will continue meeting from noon-1:30. Endre can send out a calendar invite for this meeting. Nancy: what about student representation on this committee? Mitch: students have a separate advisory committee. When the Senate created Faculty ITAC, no students were on the roster. If this committee wants to invite students, we can investigate with ExCom. Ad hoc committees are not required to have students. ExCom said to continue as is, but the 4/29/12 charge does allow for student invitation. Eileen: this will be a subcommittee of ExCom (ad hoc last academic year; subcommittee of ExCom for this academic year). Mitch: should we solicit student participation? Aline: we should either solicit student involvement or recommend otherwise to ExCom. Mitch and Eileen will take this back to ExCom.

#### **Actions:**

- **Matt will confirm invitation of Donna Wiley to the 11/18 meeting for a discussion of Blackboard Outcomes and Class Climate student evaluations.**
- **Endre will create the web site and add Faculty ITAC documents, and include Faculty ITAC in Senate governance updates. He will also send a calendar invite for future committee meetings.**
- **Mitch and Eileen will discuss student involvement in Faculty ITAC with ExCom.**

3) Faculty Learning Community for Teaching with Technology: Advisory Memo – Borre

Borre: ITS received the memo this summer. Eileen and Andrew were on the committee. ITS needs help from Faculty ITAC to prioritize these projects and to determine scope, available resources, etc. Aline: this FLC changes from year to year. How to prioritize? Eileen: the prior year was an LMS review. For this year, we were worked on these recommendations. Faculty ITAC should prioritize the items on this last report. Eileen listed the items. Borre: critical to

look at time and resources. Jessica will send the FLC report. Grant: how about a faculty survey? Jessica: the FLC was the focus group specifically was meant to provide this feedback. Eileen: Andre will put it on the web site. Important to hear from a variety of faculty. Aline: Hangouts example. What does it really mean? Need IT information on feasibility. Mitch: this committee can present our recommendations to the Senate. The point is that the Senate is informed. Grant: some of these items are easier than others. Borre: ITS will perform a quick analysis (resources required, tasks, related policy) on each item. Jessica: not sure what will happen with the FLC this year. Either “teaching with technology” or “online pedagogy.”

**Actions:**

- **Andre will add memo to site.**
- **Faculty ITAC will review the memo.**
- **ITS will return in a month with an initial look at feasibility of each item.**
- **Faculty ITAC will then prepare recommendations.**

4) Data Integrity Policy (previously called “Catastrophic Data Loss Policy”) – Aline

Mitch: thanks to Aline. Policy is almost ready for primetime. Any comments? Discussions about announcement of outage, faculty who refuse to accommodate students affected by an outage, Fairness Committee. Can we send it to the Senate? Academic coursework is the focus here. Emphasis is on personal responsibility (must make backups). Tried to apply some examples: personal vs. university computers; third-party vendors. Eileen: add suggested language to syllabi (with FAC support)? Mixed opinions on how the document should be structured; decided to leave it as is. There is no template for these policies. Discussion of just what needs to be included in the announcements from ITS.

Agreed to send it to Senate with changes discussed today. Thanks to Aline et al. from Mitch for effort. Suggested to run it by the Fairness Committee and FAC (and others, potentially) to review before going to Senate.

**Actions:**

- **Document will be sent to the Senate after ExCom allows the Fairness Committee and FAC to review.**

5) LMS Evaluation Committee – Borre

Borre: do we have committee member names from last year? Matt will review the notes from last year and also check with Audrey. From May 6, 2013 notes:

*Evaluating LMS Options*

*a) Committee member nominations*

*Interested in serving – Andrew Carlos, Library; Jessica Weiss as possible chair; CEAS: Ray Garcia, James Trujillo, Doris Yates; need names for CBE, COS and possibly another from CLASS. Add to next meeting’s agenda.*

Aline concerned about getting too tied to Blackboard. Jessica: it would be good to have committee members who are familiar with other LMS’s (e.g., from using it at other schools). Eileen: Brett Christie might be a good resource. Grant will solicit someone from CLASS.

Grant: behind the scenes technical support knowledge is very helpful. Borre: assessment is the first project, the RFP would be the next project, implementation third.

**Actions:**

- **Verify names given last year.**
- **Recruit from colleges as needed to complete the committee.**

6) Access to Cloud Computing Resources – Jiming

Jiming wants lab resources to be available to students from the cloud, e.g. with laptops. VCL (Virtual Computing Lab) is the current app for this, and its use could be extended. Discussion about the differences between VDI (Virtual Desktop Infrastructure). VDI is used in VBT 221 and 222. VCL is used outside of physical labs. Mitch: the main problem with VCL is the authentication process (3 times required). Need to have the required applications on both VCL and VDI. Jiming: there are not enough computers onsite for all of the students to use, and we also need the same apps for all students, across both systems. Concerns about the ability to save files.

Issue: lack of labs that have more than 50 seats. Mitch: Academic Affairs needs to address this capacity issue. Send up a request to the Senate?

**Action:**

- **Add capacity concerns to next agenda.**
- **Deadline to add to agenda: one week from tomorrow. Send to Mitch and cc Matt.**

7) Campus/Faculty Directory and Faculty Profiles – Jiming

**Action: No time available for this topic; will add to next agenda.**

8) Future Other Topics to Discuss

No time available. Ongoing agenda item.

9) Adjourn