

The Minutes of the Information Technology Advisory Committee

Faculty IT Advisory Committee

Monday, May 18, 2015

11:45am — 1:15pm

LI 2250

The meeting convened at 11:45 AM PDT

Present: Joshua Kerr, CSCI, (Chair), Andrew Carlos, Library, CIC, Jiansheng Guo, CLASS, COBRA, Howard Lei, At-large, Dan Martin, CBE, James Mitchell, CEAS, (Secretary for spring quarter), Eric Neumann, IT, Ian Pollock, CLASS, Borre Ulrichsen, CIO, Roger Wen, Presidential Appointee, Jessica Weiss, CLASS, Director of Faculty Development

Absent: Mark Almeida, Michael Hedrick

Guest : Mr. Gene Lim, Director of Server Operations, ITS Sys. Engineering and Support

1) Approval of Agenda: Carlos/Guo–Unanimous

2) Approval of minutes from 5/14/15 (Carlos/Lei) – Unanimous (with the qualifier that item 3f be separated to 3f.1 “the classroom of the future group has met for the past few months, and is forming a sub group” and 3f.2 “COBRA wants ITAC input on this renewal. ITAC should consider if it wants to be involved in this reset process...”)

3) Reports

Report of the CIO :

a) CIO: The student affairs committee currently are recommending the tracking student events and clubs to the Vice President for Student Affairs.

b) CIO: The semester conversion committee is meeting with IT to plan the “Fit/Gap” analysis in order to manage conversion of data and set up programming.

c) CIO: The Blackboard migration to hosted environment will take place over the summer and will not impact any campus-based instructional activities.

d) Roger Wen: Summer courses will be in the Managed Housing Environment.

e) Jessica Weiss: If the *Early Alert System*, a module in Blackboard that hasn’t been upgraded since 2003, all depends on faculty reporting, we could have a centralization of reporting that allows faculty to report periodically, in line with scheduling and course withdrawal dates.

f) Roger Wen: The *Early Alert System* can be a separate project, to see if we can reciprocate it with Blackboard after the upgrade.

4) Business Items:

4b. Moved to the beginning of the discussion . Dr. Wen requested that all Google Apps be turned on. Dr. Kerr noted that we need to recognize the privacy issues involved. A notice should be attached to the opening of the Apps. (Dr. Weiss will draft the recommendation regarding privacy to be sent to Excom.)After much discussion Mitchell motioned and Weiss seconded. Unanimous vote to recommend that our campus turn all Google Apps on.

4.a Carlos /Guo motioned that lab software requests by faculty be made in line with textbook requests. After much discussion, the official motion was withdrawn but a formal request was offered, with the understanding that some lab assignments aren't made until shortly before the start of the quarter. Perhaps, a "culture of consideration" could be established so that whenever possible, requests for software are made in alignment with textbook requests.

4.c ITS demo of new Virtual Computer Lab (now called *Baycloud*) – Mr. Gene Lim demonstrated the features of *Baycloud*, with the understanding that an email would go out with access instructions for further exploration.

Motion to adjourn with the understanding that there will be no further meetings until the start of fall 2015 (Weiss/Guo) - Unanimous.

The meeting concluded at 1:15 PM. Next meeting is on the second Monday of Fall 2015 quarter.

/jm