University Council Technology Standing Committee

MINUTES   SEPTEMBER 25 2012   2:30 PM

MEETING CALLED BY	Laura Spray, Chair
TYPE OF MEETING	Monthly Meeting
FACILITATOR	Laura Spray, Chair
NOTE TAKER	Margaret Canzonetta
ATTENDEES	Members Present: Aimee DeChambeau, Mary Hardin, E. Stewart Moritz, Eric Mundy, Phyllis O'Connor, Jim Sage, Laura Spray, Suzanne Testerman Guests: Margaret Canzonetta (recording secretary), John Savery Absent with notice: Kellen Curtis Reusser. Alvaro Rodriquez Absent without notice: Trevor Engelsman (1); Alicja Sochacka (1)

Agenda topics

CALL TO ORDER

DISCUSSION	Laura Spray called the meeting to order. The August 21, 2012 meeting minutes were approved with no changes. The minutes have been posted on the UC Sharepoint site.

ACADEMIC TECHNOLOGY SUB-COMMITTEE UPDATE

DISCUSSION	Eric Mundy reported that the Academic Technology Subcommittee with Instructional Services hosted an instructional technology demo and discussion on September 21. There were 41 guests (32 professors/instructors, six deans and three technical staff members). Eric and John Savery both felt the session went well. Stewart indicated that he attended the event and felt it was outstanding. The Subcommittee will regroup to discuss after-action items. Thank you notes will be sent, contact information was gathered to network, and information will be disseminated to the colleges/areas. It was suggested that brown bag luncheons would be a good follow-up to focus on certain technology areas. John would like to touch base with more of the college technology staff. Stewart noted that an abbreviated demo will be conducted for the law school. Jim thought it would be helpful to have the Subcommittee come back to the Committee with future plans, transfer of the knowledge. We need an approach to reach the colleges. John will be putting together a survey.

STUDENT TECHNOLOGY
SUBCOMMITTEE UPDATE

DISCUSSION	Jim reported that Matt Bungard, a staff member in the IT Department, has a group of students that wish to be part of the student emerging technologies subgroup. Members of this Committee are welcomed to be part of the committee as well. Mary indicated that she would like to be part of this committee. John noted that he has a couple of students that would also be interested in joining the committee. Eric questioned whether Jim Tressel's Akron Experience students would be part of this committee. Jim indicated that our committee can work with Tressel's Student Advisory Group to see how we can work together.

INFORMATION TECHNOLOGY
SERVICES BOARD REPORT

DISCUSSION	Jim asked the Committee members for any comments or questions on the monthly ITS report to the Board.

MISCELLANEOUS MATTERS

DISCUSSION	Jim discussed the RITE board initiative and managing the task for companies to develop on-line internship and co-ops programs. He is open for any suggestions on how to handle the task. Jim next reported that the university will be hiring a full-time staff member to handle the on-line program based on Desire to Learn. He also described the CRM demo and RFP process taking place. Vendors such as Talisma, TargetX and Oracle are being interviewed. Mary questioned the status of the electronic time card project. Jim indicated that it is the time and labor project, and it will be installed next year. Phyllis asked how the IT department decides on the priorities for the year. Jim reported that requests, with a business case, go to an Advisory Group (consisting of representatives from Human Resources, Finance, Student Affairs and IT). The request is analyzed for strategic alignment and the requests with the highest ratings moves forward. All projects must compete for resources. Once the Advisory Group makes a recommendation, it goes to a steering committee through the Provost Office. Mary stated that she thought by looking at the University Council by-laws that an IT committee member could be part of that decision process. Jim agreed that we should have a representative from our committee on the steering committee. Jim will talk to the steering committee about getting a member of this committee on the steering committee. Committee members should let Laura know if you would like to be part of the steering committee. Phyllis stated that she would like the Academic Technology Subgroup to get the message out to the faculty about all the technology available in the library and science department when making assignments. Faculty also needs to get the word out to students about the services they provide. Jim would like to put

	together a plan to find a way to link to the library, etc., possibly by a short video. Aimee added that it would be helpful to get the word out about what software from books works well on library computers and what doesn't. John reported that they do have an oversight committee that could look into it. Phyllis commented that it could be part of the bookstore to publicize this information.

MEETING DATES

DISCUSSION	The next meeting of the Committee will be October 24 at 2:30 pm in Leigh Hall room 413.