

University Council Technology Standing Committee

Minutes
July 31, 2013
2:30 pm

MEETING CALLED BY	Mary Hardin, Chair
TYPE OF MEETING	Monthly Meeting
FACILITATOR	Mary Hardin, Chair
NOTE TAKER	Margaret Canzonetta
ATTENDEES	<p>Members Present: Linda Barrett, Aimee DeChambeau, Mary Hardin, Chris Kuhn, Alvaro Rodriguez, Jim Sage,</p> <p>Guests: Dr. Scott Randby, Dr. John Savery, Margaret Canzonetta</p> <p>Absent with notice: Phyllis O'Connor, Gene Marchand, and Anthony Serpette</p> <p>Absent without notice: Stewart Moritz</p>

Agenda topics

CALL TO ORDER

DISCUSSION	Mary Hardin called the meeting to order. The June 21, 2013 meeting minutes were approved with no changes. The minutes have been posted on the UC Sharepoint site.
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COMMITTEE MEETINGS

DISCUSSION	Gary Goldberg is leaving the IT Committee switching to the Recreation and Wellness Center Committee which he considered a better fit for him. The Committee is still waiting for a USG representative which will most likely be assigned in the fall. Mary suggested that committee meetings should last 1.5 hrs. as opposed to one hour.
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CCTC

DISCUSSION	Scott reported that the committee has met and they have a draft rfp but are continuing to work on the criteria to give to vendors. Once they complete the rfp, they need to run it by purchasing. Mary asking whether the meeting with vendors is open to anyone interested in attending. Scott indicated the meeting would be open to others outside the committee. The original goal was to bring the vendors to campus in the fall
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	semester and that goal may still be attainable but he is unsure.
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BYOD

DISCUSSION	Legal is looking at the terms and conditions of the agreement. However, the agreement is not a high priority for legal due to the beginning of the school year. Mary asked about the iPad program. Jim indicated that the donor pulled back on providing iPads for other athletes. The project is now on hold. Jim indicated that he cannot use tech fees for particular students. The project is ready for implementation but we just need money to purchase the iPads.
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JULY BOARD REPORT

DISCUSSION	Jim reported that the August board report will be available after the August 7 meeting. He indicated there is a lot of activity going on in the recruiting area. Royall will be doing more aggressive marketing for us. Mary asked about the time and attendance projected expected timeframe. Jim indicated that they are still working out the kinks but expect testing to begin in late September. He also reported that Apple approached the Computer Store indicating that if we didn't change the way we managed the store, they would be pulling it. The complaint stemmed from students standing behind the counter and not engaging customers which is the expectation at other Apple stores. This prompted the University to take a look at the store and then decided to close it and move it on-line. The purchase of mouses, cables, etc. will move to the bookstore. There is a communications plan for the removal. Provisioning of computers will work the same. There are still some questions unknown such as procedures for departmental purchases.
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ADVISORY PROJECT MANAGEMENT COMMITTEE

DISCUSSION	Aimee reported that she was not able to make any summer Advisory Project Management committee meetings. She asked if anyone wanted to replace her to go to these meetings. John indicated that there was only one meeting held this summer. Jim felt that we need to do a better job supporting the academic and research sides. Aimee noted that this committee overlooks project management status of projects. Jim noted that decisions are made by the Provost, CIO and others. The committee should be recommending what we do because of return of investment. Aimee - maybe they need to be empowered to make recommendations. Jim responded that we need to figure out how this committee fits with the governance committee. Jim believes this committee should inform other groups.
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COMMITTEE GOALS

DISCUSSION	Mary noted that the committee is an advisory body. She would like to increase the amount of time the committee meetings to 1.5 hours. The committee could break into subcommittees and then report to a committee. Communication about service
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	<p>concerns should be a goal of the committee. Aimee thought that data analysis of footprints -- what gets closed out before resolving should be reviewed. Staff for Footprints need to learn how to generate reports from the software. Jim indicated that possibly a subcommittee should be formed to find out what we are looking for in reports and how to get there. Maybe we can tweak the system to get the reports. Mary asked the committee if they had any ideas on the goals and how we can accomplish them. John stated that he has communicated with academic technology committees to invite representatives to participate and he has not received a response.</p>
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MISCELLANEOUS MATTERS

	<p>Scott stated that while teaching at the Polsky building, several students have asked about computer labs. Chris noted that there is a computer lab in Polsky which is part of the dean's office. Jim stated that we are not closing down computer labs. He is encouraging others to find a way to do something different. There are currently about 200 labs. The goal is to reduce them maybe by using virtualization. Chris was told that he has been told you can use labs within departments but not always the specialized software. Mary indicated that the CBA labs do not restrict use but the departmental labs are restricted. Scott stated that Summit College has students with no computers and it is too far for them to use the library. Mary suggested that Herb and the web team prepare a list of all labs and specialized software and post it on the UA website. Possibly Scott, Chris, Aimee and Linda could be part of a working group with Gene and the web team to put together a list.</p> <p>Chris suggested that the university develop a professional development program to increase the utilization of technological tools. Scott thought there were a lot of opportunities for faculty development. Linda questioned whether there was an incentive for faculty to do this. Mary stated that we are here to look at new technologies, not deploying existing but looking at new. Maybe we should do some tech talks?</p> <p>Mary will put a survey on Sharepoint on the various subcommittees to join. The list serve will also be put on Sharepoint. The goals will be discussed at the next meeting.</p> <p>It was agreed that the committee will meet on the last Tuesday of every month.</p>
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The meeting adjourned at 3:42 pm.

