

Information Technology Committee

August 21, 2015, 10-11 a.m. via Zoom

Attending: Bill Barnes, Julie Cascio, Rorik Peterson, Siri Tuttle, Chris Lott

Absent: Falk Huettmann, Debra Kouda, Martha Mason

- The committee elected Julie Cascio as chairperson.

- Discussion of the IT Committee Bylaw

The Information Technology Committee will address information technology issues and needs affecting aspects of work faculty engage in. They will also be the recognized committee to work with requests submitted for consideration by the Office of Information Technology (OIT). Members shall be appointed by the Faculty Senate President. To help ensure that perspectives from across UAF are represented, membership will consist of at least five representatives, with not more than one from each of the schools, colleges, institutes or libraries. Representatives from OIT and E-Learning shall be ex officio members of the committee. The committee chair must be an elected representative from Faculty Senate.

Committee meeting agreed that 50% is a realistic quorum. Committee members must be present at the meeting in order to vote. An electronic vote by members in attendance may be held at a meeting. A vote via email for something time sensitive between meetings is okay after discussion via email. Seven days for discussion and three days to vote was suggested. Another item brought up was the requirement that members need to attend a certain number of meetings or they will no longer be considered members of the committee.

Length of appointment and staggered appointments were discussed. This is addressed in Section 3, Article V: Committees, B.

Item C. indicates the chair needs to be on the Faculty Senate. The committee decided that the chair may vote.

Siri took notes on the bylaw revisions discussed. Rori will send current byLaws so similar verbage can be used. Julie will send out proposed bylaw revisions with the minutes of this meeting.

The committee decided to meet monthly, which would result in about 8 meetings over the course of the year. The committee will meet the third Wednesday of each month, excepting January. The next meeting will be September 16, 2015 at 10 am.

The complete bylaws of Faculty Senate, and a downloadable PDF, may be found online at: <http://www.uaf.edu/uafgov/faculty-senate/about/faculty-senate-constituti/>

- Committee Membership

The committee is currently comprised of the following members:

Bill Barnes <bill.barnes@alaska.edu>, CRCD

Falk Huettmann <fhuettmann@alaska.edu>, IAB, CNSM

Julie Cascio <jmcascio@alaska.edu>, SNRE, CES

Rorik Peterson <rapeterson@alaska.edu>, CEM

Siri Tuttle <sgtuttle@alaska.edu>, CLA

Chris Lott chris.lott@alaska.edu, elearning, ex officio

Debra Kouda <dckouda@alaska.edu>, OIT, ex officio

Martha Mason <martha.mason@alaska.edu>, OIT, ex officio

To “help ensure that perspectives from across UAF are represented” Julie will reach out to the School of Ed, School of Fisheries, School of Management (Kevin Berry), and the Library for faculty representatives to this committee. As this is a permanent committee, faculty not serving on Faculty Senate may be part of this committee

- Ensure a faculty voice in the proposed transition to electronic course evaluations
Chris is on that committee. He reported that a large subcommittee is already working with this. Return rates on the first pilot were what was expected. Second pilot was relatively successful. It is designed to be rolled out this fall. It was presented to Administrative Committee last week. The committee felt the process seems far enough along that the IT committee does not need to work on this at this point, unless something changes. Chris will keep us informed.
- Advise OIT on the rollout and maintenance of smart classrooms in budget-constrained times
OIT representatives were not at this meeting. OIT reps will be asked to give the status on this, how it is currently done, and inform us about how we can help.

Items for next months agenda will include:

- Review proposed ByLaw Section 3, Article V: Committees, E. Permanent, 9.
Information Technology Committee.
- Help statewide make good decisions about new IT purchases. Debra and Marsha are involved in this so would need their input here. Potentially review their decisions to see how it will work for faculty.
- Lecture capture and video streaming capability. The committee wants to talk about why current decisions are made. The spirit of this discussion is to help OIT, not push them off track.
- Ask Chris to talk about the eLearning Distance Delivery fee of \$25 per credit that is in addition to all other class fees for courses that are "online". what it is paying for with today's technology.

As this is the Information technology Committee we will meet via different platforms at our meetings. Zoom, Google hangouts, Blackboard Collaborate, Skype for groups, were identified as venues to start. Since these are being used for the experience, they may or may not work smoothly. A suggestion was made to fall back to zoom if the meeting is not working smoothly after the first 10 minutes.

The next meeting will be September 16, 2015 at 10 am. Via zoom.

Join from PC, Mac, iOS or Android: <https://zoom.us/j/979326180>

Or join by phone:

[+1 \(415\) 762-9988](tel:+14157629988) or [+1 \(646\) 568-7788](tel:+16465687788) (US Toll)

Meeting ID: 979 326 180

Respectively Submitted, Julie Cascio