

INFORMATION TECHNOLOGY COMMITTEE Faculty Senate Eastern Kentucky University MEETING NOTES		
Date: Monday, 7 November 2016	Time: 2:30 – 3:15 PM	Location: Library 204G
Meeting Called by:	<i>Committee Co-Chairs</i>	
Members Present (Alphabetical):	Department:	
Senator Ryan Baggett, <i>Co-Chair</i>	<i>Safety and Security</i>	
Senator Shane Hoose	<i>Music</i>	
Senator Kelly Smith, <i>Co-Chair</i>	<i>Libraries</i>	
Senator Bill Young	<i>Emergency Medical Care</i>	
Members Absent (Alphabetical):	Department:	
Senator Zekeriya Eser	<i>Accounting / Finance / Information Systems</i>	
Special Guests (Alphabetical):	Department:	
Dean Betina Gardner	<i>EKU Libraries / Chief Information Officer</i>	
Agenda Topics (High-Level):		
I. Review and approval of Minutes from 3 October Meeting / Discussion II. Discussion of Turning Point Software / IT Cmte. Role <ul style="list-style-type: none"> • Review of operation at 3 October Faculty Senate Meeting • Next Steps III. Academic Technology Advisory Committee Overview IV. Discussion of 2015/2016 Faculty IT Survey V. Faculty Technology-Related Training Opportunities VI. Other Items for the Good of the Order		
Documents Utilized/Provided During or Directly After the Meeting:		
A. 3 October 2016 Meeting Minutes B. 26 October 2016 ECU ATAC Meeting Minutes C. 2015 / 2016 ECU Faculty IT Survey D. 24 October 2016 Inside Higher Ed Article E. Upcoming Technology Trainings for Faculty		

**ACTION
ITEMS /
NOTES:**

I. Review / Approve Meeting Minutes from 3 October 2016 Meeting

- Minutes were distributed hard copy and emailed.
- Meeting Minutes from 3 October 2016 meeting were approved.

II. Discussion of Turning Point Software / IT Committee Role

- Kelly Smith and Ryan Baggett operated the Turning Point Software during the 3 October 2016 Faculty Senate meeting.
- Everything went well with the software's operation on the dedicated computer that was provided by ECU ITDS.
- Ryan Baggett will be operating the Turning Point Software during the 7 November 2016 faculty senate meeting.
- The next step will be to train others on the committee on the use of the software. Potentially invite Jonathan Sikora to the 5 December 2016 IT committee meeting.

III. Academic Technology Advisory Committee Overview – Special Guest – Dean Betina Gardner

- LMS update – faculty on the LMS review committee decided not to do a full pilot of each system because it could have negative impact on student success in those classes. The committee is putting one course in a sandbox in all three systems which will enable faculty to go in and compare without taking lots of time to set it up themselves. There will be forums (recorded) where faculty and instructional designers who worked on migrating this course into the different systems can reflect on their experience and discuss pros/cons.
- W Drive / N Drive Remote Access questions – Key issue is that universities have responsibilities to protect the Personally Identifiable Information (PII) of the university community. The W drive is not secure; IT is exploring enterprise solutions such as Google Drive, OneDrive, and Dropbox.
- Dean Gardner reported that most faculty IT training requests are for Blackboard training for individuals on particular features. Gene Kleppinger gives training on demand to departments but does not get many of these requests. Most Blackboard training is at the beginning of the year with new faculty orientation. Some other requests include Smartboard training, Banner training, Outlook and Lync phones, and classroom technology including smart podiums.

- IT has been conducting a pilot where locked down administrative rights were removed from faculty laptops. Few instances have been reported of egregious problems. IT will look more closely at the instances and develop a strategy this year. Approximately 100 incidents of Malware or Ransomware on University computers were reported last year. This number includes the student labs. IT needs to investigate a little deeper and plan.
- The next meeting for the ATAC Committee will be at 1 PM on Thursday, 8 December in Library 201. Kelly Smith and Ryan Baggett will attend on behalf of the IT Committee.

IV. Discussion of 2015/2016 Faculty IT Survey

- For the 2015/2016 Faculty IT Survey, this committee will work with the ATAC and ECU IT to develop a survey focused on LMS feedback.

V. Faculty Technology Related Training Opportunities

- ECU IT does training, the IDC does training, and the TLC does trainings through its faculty innovators. Do we need some kind of calendar for faculty that pulls this all together in one place? Something to work on in the future.

VI. Other Items for the Good of the Order

- Co-chairs (Smith and Baggett) discussed the following administrative schedule for disseminating information from the Faculty Senate IT Committee:
- **1st week of month**
 - IT Committee Meeting
 - Faculty Senate Meeting
- **2nd week of month**
 - Develop Meeting Minutes
 - Develop Condensed Report from meeting and submit to Ida Slusher/Pauletta King
 - Identify Questions for Ida Slusher to bring to Faculty Senate Executive Committee
- **3rd week of month**
 - Faculty Senate Executive Committee meeting
- **4th week of month**
 - Prepare meeting agenda for IT committee & distribute

Condensed Report from Meeting:

The Faculty Senate Information Technology Committee met on Monday, 7 November 2016. After reviewing and approving the 3 October 2016 meeting minutes, the committee discussed the operation of the Turning Point Software from the 3 October faculty senate meeting. Future training for other committee members is necessary. The committee was joined by Dean Betina Gardner to discuss the Learning Management System review, the W: drive, administrative lock downs, and common training requests. Further the committee discussed this year’s Faculty IT survey with a LMS focus. Finally, the committee noted the need for a consolidated schedule for faculty technology training opportunities. The next meeting of the IT Committee is Monday, 5 December 2016.

NEXT COMMITTEE MEETING:

Date: **Monday, 5 December 2016**

Time: **2:30 PM**

Location: **Library**

Potential Agenda Topics for Next Meeting (5 December 2016):

- I. Review of Minutes from 7 November Meeting / Discussion
- II. Turning Point Software Training
- III. Discussion of 2016/2017 Faculty IT Survey
- V. Other Items for the Good of the Order