

# FETC Meeting

2013-09-12 3:00pm

## I. Old Business

### 1. Report from Bob Cape & Andrew Bergstrom

#### a. Recap of making the IT Plan for FY13

- Huron consultants recommended IT make a strategic plan
- Plan process centered on an IT Planning Committee of approximately 25 faculty and staff was approved by IT Executive Steering committee consisting of executive vice presidents + Bob Cape
- Good ideas from the IT open forum
- Used to set priorities and make out the budget request, which consists of a mixture of recurring funding and single year funding
- Result was a list of 52 projects prioritized by the Plan Committee, some new, some continuations of old ones that needed to be accelerated. The top 17 were funded, including classroom upgrades and WIFI upgrades
- Most of the funds came from an increase in the student technology fee, and further increases are not likely
- Twenty classrooms were upgraded last fiscal year, and 26 of the 28 that were funded for the current fiscal year are already finishedWIFI upgrades should be complete by August 2014, improved from previous estimate of December 2014 thanks to additional funding approved by the Board
- Tech Qual survey, 18 standard questions, administered by an outside company, will be conducted in October
- Monica Lavin is preparing a report from a prior year's data (2012); this report will be located at the following URL: <http://it.cofc.edu/about/techqual/index.php>

#### b. Listserve discussion

- Long history of dissatisfaction, forum system did not improve things
- New products may provide better collaboration tools: Sharepoint, Link, Google groups
- Need for on and off campus access, which these new products can do
- Need a subcommittee to look at these, discuss what is wanted in a campus online communication vehicle, come up with options, and find ways to advertise them to

the campus, get people to try them out, come up with a decision-making process

## II. New business

### 1. Time table of fall semester meetings

- a. Thursday at 3:00 isn't perfect, but it works better than the proposed alternatives. Next meeting will be Thursday October 10<sup>th</sup>, 3:00, in RSS 131.
- b. More meeting dates need to be established: Present to the senate, trustees, etc.

### 2. Agenda and specific goals for the coming year

#### a. Intellectual property discussion

- Primarily involves patents and electronic course materials
- Discussions involving Legal Affairs and ORGA are ongoing with Bev Diamond, Susan Anderson, and Kathryn Bender
- According to Deanna, the preference seems to be for “balanced” ownership, favoring the faculty

#### b. Online Education & Online course evaluations

- Due to time limitations, a discussion of online education was tabled until the next meeting.
- Low student response rates to online course evaluations – cultural shift is needed to improve response rates.
- Response rate leveled off, despite additional publicity
- Blue Portal software being installed, works on web browser and mobile devices
- Plan is that faculty will facilitate the process and encourage students to submit responses during class using their computers and smart phones as they previously did with paper evaluations.
- This process is part of an ongoing discussion about how to evaluate teaching
- The questionnaire will be shortened by removing the SCIP questions requested years ago by SGA. SGA approves the removal. Main questions designed by faculty and approved by the senate remain unchanged. Only the medium is being changed.
- Removal of additional questions would have to be approved by the Faculty Senate; another committee is examining these issues.

#### c. Classroom images and software configuration

- Problems with Deep Freeze software: It is not possible to save configuration of classroom computers with this software in place. Initial login establishes profile; subsequent logins require initialization of software, drivers, etc. Issues arise with Adobe Acrobat Reader, MS Office (e.g. Excel; Data Analysis packs, etc.).

- Classes are disrupted, time is wasted. Faculty are frustrated, seeking workarounds.
- Proposed workarounds include installing PortableApps with standard configurations on a USB drive; installing operating systems to a USB drive and rebooting classroom computers off USB, bringing a laptop to every class meeting. These are inappropriate in the long term and insecure.
- Proposed longer term solutions include running a virtual machine for each faculty and installing viewers on classroom computers. Up-front cost is high. Philip Paradise is investigating use of virtual machines.
- Master image for classroom computers is difficult to update and re-deploy during the semester. IT representatives were not immediately aware of a solution, in which harmless settings are saved.
- IT requests that information on these issues be sent to Helpdesk.
- Geology gave up on Deep Freeze after it led to loss of student work and wasted time in their labs.

d. Faculty Survey

- In house survey conducted last year – Meg Cormack will provide details at the next meeting.
- Standard faculty computer options are insufficient for GIS and other specialized applications. Procedures for requesting more powerful computers are well-known in some departments, but not known at all in others.
- IT requested that department chairs report needs for software and did not receive much response; lack of communication seems to be the primary issue. Going through department chairs may not be the best way to discover faculty needs.
- Departments sometimes resort to buying extra computers, leading to difficulty with maintenance and irregular replacement schedules.
- GIS administrator is still needed, but was given a low priority in last year's list by the IT Planning Committee. There were flaws in the prioritization process: need to discuss and re-think.