



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, September 22, 2008

9:00 – 11:00 am, IT 541

**Guest:** Stacy Morrone

1. Call to Order and Introductions (5 min)
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of May 6, 2008 Meeting (5 min)
4. Chair's Report (20 min)
5. Report from Learning Technologies (*Morrone*) (20 min)
6. Update on Strategic Plan (20 min)
7. Discussions on 2008-2009 Priorities (20 min)
8. Other Business (10 min)
9. Adjournment

#### **Meeting Dates for 2008/09:**

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

**Monday, October 13, 2008**

**9:00 – 11:00 am, IT 541**

*Guest: Stacy Morrone*

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of September 22, 2008 Meeting (5 min)
4. Chair's Report (10 min)
5. Next Generation of Classroom Technology (*Morrone*) (30 min)
6. Planning for Strategic Plan Reviews (30 min)
7. Other Business (10 min)
8. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008  
October 13, 2008  
November 3, 2008  
December 1, 2008

January 12, 2009  
February 9, 2009  
March 9, 2009  
April 6, 2009  
May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, November 3, 2008

9:00 – 11:00 am, IT 541

*Guest: Stacy Morrone*

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of October 13, 2008 Meeting (5 min)
4. Chair's Report (10 min)
5. Summary of Virtual Universities Summit meeting (*Morrone*) (30 min)
6. More on Strategic Plan (30 min)
7. Other Business (10 min)
8. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, December 1, 2008

9:00 – 11:00 am, IT 541

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of November 3, 2008 Meeting (5 min)
4. Chair's Report (10 min)
5. Strategic Plan Reviews
  - a) Section A (Baldwin, Koponen, Morgan) (15 min)
  - b) Section B (Clack, Magee, Murday, Ney) (15 min)
  - c) Section C (Gavrin, Mahoui, Stoten, Vernon) (15 min)
  - d) Section D (Gushrowski, Jones, Kowolik, McGrew, Settles) (15 min)
6. Drafting a Summary (15 min)
7. Other Business (10 min)
8. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, February 9, 2009

9:00 – 11:00 am, IT 541

*Guests: Eric Cosens, Merri Beth Lavagnino, and Jennifer Van-Horn*

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of December 1, 2008 Meeting (5 min)
4. Chair's Report (10 min)
5. Strategic Plan Update (Elmore) (10 min)
6. Unified Communication System (Van-Horn) (25 min)
7. Review of Web Site Privacy Policy (Cosens and Lavagnino) (25 min)
8. Other Business (10 min)
9. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

**Monday, March 9, 2009**

**9:00 – 11:00 am, IT 541**

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of February 9, 2009 Meeting (5 min)
4. Chair's Report (10 min)
5. Learning Technologies Steering Committee (Morrone) (10 min)
6. Update on the Oncourse Priorities Committee Retreat (Morrone) (10 min)
7. Strategic Plan and Student Technology Fee Project (Elmore) (60 min)
8. Other Business (10 min)
9. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, April 6, 2009

9:00 – 11:00 am, IT 541

*Guest: Eric Cosens (Information Policy Office), David Lewis (University Library)*

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of March 9, 2009 Meeting (5 min)
4. Chair's Report (10 min)
5. Review of ISPP-25 Policy: Information Governance (*Cosens*) (25 min)
6. 'Recapturing the Scholarly Record' (*Lewis*) (25 min)
7. Update on Student Technology Fee Project (*Elmore*) (25 min)
8. Other Business (10 min)
9. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008  
October 13, 2008  
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March 9, 2009  
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May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## AGENDA

### IUPUI Faculty Council Technology Committee

Monday, May 4, 2009

9:00 – 11:00 am, IT 541

*Guests: Tom Davis (Chief Information Security Officer); Kim Milford (Special Assistant to the Vice President for Information Technology)*

1. Call to Order
2. Approval of the Agenda (5 min)
3. Review and Approval of the Minutes of April 6, 2009 Meeting (5 min)
4. Chair's Report (15 min)
5. Student Technology Fee Project and FAQs (Elmore) (25 min)
6. Implementing '*Empowering People*, IU's Second IT Strategic Plan' (Milford) (25 min)
7. IU Information Security and Privacy Program (Davis) (25 min)
8. Other Business (10 min)
9. Adjournment

#### ***Meeting Dates for 2008/09:***

September 22, 2008

October 13, 2008

November 3, 2008

December 1, 2008

January 12, 2009

February 9, 2009

March 9, 2009

April 6, 2009

May 4, 2009

*All on Mondays, 9:00 – 11:00 am in IT 541*



## IUPUI Faculty Council Technology Committee (FCTC) September 22, 2008

### Minutes

**Members Present:** Hasan Akay (chair), Daniel Baldwin, James Clack, Garland Elmore (administrative liaison), Andrew Gavrin, Barbara Gushrowski, Pamela Ironside, Timothy Koponen, Joan Kowolik, Michael Kubek, Suk-Hee Lee, Paula Magee, Malika Mahoui, James Morgan, Kimmaree Murday, Michael Ney, Julie Settles, Sharon Stoten, and Theresa Walsh (meeting recorder).

**Guests:** Anastasia Morrone, Associate Dean, Learning Technologies

#### Agenda

1. *Call to order and introductions.* The meeting was called to order at 9:00 a.m. Chair Hasan Akay welcomed the group. Because there were new members on the committee, introductions were made around the table. Chair Akay said that there is new leadership in the IUPUI Faculty Council. Simon Atkinson, School of Medicine, is President, and Jeff Watt, School of Science, is Vice President. Chair Akay distributed the agenda with the following attachments: the Technology Committee 2008-2009 roster, the draft May 6, 2008 minutes, the IUPUI Faculty Council Technology Committee Annual Report 2007/08, and the "UITS – IUPUI Campus Uses of Campus Assessment Income Summarized by Service Categories, FCTC Survey Results, August 2008." The meeting schedule for the 2008 – 2009 year is listed on the agenda, in addition to being available on the project site. The FCTC project site, "FC Tech Committee," is available at <http://oncourse.iu.edu>.
2. *Approval of the agenda.* The agenda was reviewed and approved by the committee.
3. *Approval of the minutes.* The meeting minutes of May 6, 2008 were reviewed. The minutes will be changed to reflect that Kim Murday was at the May meeting. The May minutes were approved by the committee with this correction.
4. *Chair's report.* Chair Akay reviewed the IUPUI Faculty Council Technology Committee Annual Report 2007/08. Item 4h: The iLight2 connection to IUPUC is in place. Chair Akay followed up with administration at IUPUC. It was determined that there was no need to take the resolution passed by the FCTC to the Faculty Council. There will be more collaboration this year with the Technology Policies Committee in Bloomington which is chaired by Harold Evans. There were 28 participants in the survey regarding the services UITS provides to the campus. See the survey results attached to the agenda. The results of the survey will be put in the context of the results from the Indiana University Information Technology Strategic Plan 2.
5. *Oncourse Update.* Anastasia Morrone, Associate Dean for Learning Technologies, distributed a full year report on Oncourse CL. The Fall 2008 semester startup went well with IUPUI classes starting first, followed by the regional campuses, and finally the Bloomington campus. At the highest peak, Oncourse had 190,000 hits per 5 minutes. The average response times for Oncourse were less than 1 second for most of the tools and less than 2 seconds at the highest peak period. There will be a new Assignments tool available for pilot in Spring 2009. Quality Assurance testing of the new Assignments tool is scheduled to begin in early October. The teaching center consultants will test the tool first using an iterative process to diagnose the bugs. Interested faculty will then be invited to participate in further testing. In late December, Oncourse CL will be down for 3 days so that the current character set can be replaced with an international character set. A call for proposals for Oncourse Faculty Fellows is currently under preparation. There will be one faculty fellow from IUPUI and one from IUB. Stacy asked the FCTC members for suggestions on the roles and responsibilities of these new faculty fellows.

6. *Update on Strategic Plan.* Garland Elmore, Deputy CIO and Dean, gave a brief historical perspective on information technology at Indiana University. In 1997, then President Myles Brand gave the charge to then Vice President Michael McRobbie to develop a plan that would position Indiana University as an absolute leader in the use and application of technology. The first strategic plan had 10 recommendations and 68 action items and served the campuses well for the past 10 years. When Brad Wheeler became Vice President for Information Technology, he reviewed the charge of a decade ago. Clearly, Indiana University has become a national leader in the architecture and infrastructure of information technology (IT). But are IU faculty, students and staff leaders in the application and use of IT? The second information technology strategic planning exercise is now underway with over 140 faculty, staff, students and others participating in the University Information Technology Committee (UITC) and 4 task forces: Faculty and Scholarly Excellence, Student Success, Effective Community, and Engagement Beyond. In early October a draft plan will be offered simultaneously to President McRobbie and the university community. The draft plan will be available online on the ITSP2 Web site: <http://ovpit.iu.edu/itsp2/>. Send suggestions and comments to [itsp2@oncourse.iu.edu](mailto:itsp2@oncourse.iu.edu). More information on the new strategic plan is on the ITSP2 Web site at <http://ovpit.iu.edu/itsp2/>. Garland Elmore distributed a publication entitled “Celebrating the Progress, 1998 – 2008, Strategic Planning for Information Technology, Continuing the Journey.” An electronic version of the publication is available on the ITSP2 Web site.
7. *Planning 2008-2009 Priorities.* Chair Akay and the FCTC established the following priorities for the year:
  - a. Review of the new Indiana University IT Strategic Plan (ITSP2)
  - b. Formation of the university-wide Learning Technologies Steering Committee
  - c. Review of pending IT policies, such as the Security of University IT Resources (IT-12)
  - d. Follow-up on development in Oncourse CL
  - e. Invite Rebecca Porter to discuss how Student Enrollment Services (SES) governs the question of setting priorities
8. *Other Business.* There was no other business discussed.
9. *Adjournment.* The meeting adjourned at 10:55 a.m.

Next meeting: Monday, October 13, 2008, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

## IUPUI Faculty Council Technology Committee (FCTC) October 13, 2008

### Minutes

**Members Present:** Hasan Akay (chair), Enrica Ardemagni, Daniel Baldwin, Garland Elmore (administrative liaison), Andrew Gavrin, Barbara Gushrowski, Pamela Ironside, Josette Jones, Timothy Koponen, Joan Kowolik, Kathy Lay (FC Executive Committee liaison), Paula Magee, Malika Mahoui, John McGrew, James Morgan, Kimmaree Murday, Sharon Stoten, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Anastasia Morrone, Associate Dean, Learning Technologies

### Agenda

1. *Call to order and introductions.* The meeting was called to order at 9:07 a.m. Chair Hasan Akay welcomed the group, introducing Kathy Lay, the Faculty Council Executive Committee liaison. Chair Akay distributed the agenda with the draft September 22, 2008 minutes attached.
2. *Approval of the agenda.* The agenda was reviewed and approved by the committee.
3. *Approval of the minutes.* The meeting minutes of September 22, 2008 were reviewed and approved by the committee.
4. *Chair's Report.* The Indiana University Strategic Plan for Information Technology 2 (ITSP2) was previewed at the Indianapolis Faculty Council on October 7. Frank Acito, chair of the University Information Technology Committee, gave an overview of the principles and guidelines. The ITSP2 will be presented to about 125 groups. Feedback is requested from the groups. It is a 5-year plan. It is important to give the ITSP2 a good review. Chair Akay has not heard from the Executive Committee regarding the Steering Committee plan for teaching and learning, which is proposed as a university wide committee. This will be a committee of faculty members from different groups and campuses that will provide feedback to the IT organization on teaching related services, facilities and systems.
5. *Next Generation of Classroom Technology.* Anastasia Morrone, Associate Dean for Learning Technologies, distributed the results from a recent survey conducted by UITS on classroom technologies. The general survey responses were reviewed with suggestions made for breaking down the results further when continuing the analysis of the survey data. A suggestion was also made to form faculty focus groups based on technology knowledge, e.g. novice, advanced. A 'tech tour' could show the available technology, i.e. controllers, tablets, etc. The committee recommended that UITS survey students to get the student perspective.
6. *Planning for Strategic Plan Reviews.* Garland Elmore, Deputy CIO and Dean, distributed the President's charge, the Vice President's charge, the rosters, timeline, and the draft table of contents for the second Indiana University Strategic Plan for Information Technology (ITSP2). Chair Frank Acito is doing the final editing before the full draft plan is given to President McRobbie and the IU community. Invitations are being sent to 125 groups, schools and regional campuses for review and comment on the plan. The plan review should be finished by Thanksgiving. The draft plan will be put on <http://ovpit.iu.edu/itsp2/>. Input is encouraged from committees and individual groups. The ITSP2 table of contents shows the main themes of the plan. Feedback on the draft ITSP2 plan will be received, categorized, and directed to the right taskforce or committee for review. Chair Akay will ask for volunteers from this committee to review the plan.

7. *Other Business.* The IT Summit on Virtual Universities was October 10<sup>th</sup> with speakers from the University of Illinois, UMass Online, and Ohio. They discussed online degree programs. This committee will return to the topic of lifecycle funding.
8. *Adjournment.* The meeting adjourned at 10:55 a.m.

Next meeting: Monday, November 3, 2008, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

## IUPUI Faculty Council Technology Committee (FCTC) November 3, 2008

### Minutes

**Members Present:** Hasan Akay (chair), James Clack, Garland Elmore (administrative liaison), Andrew Gavrin, Barbara Gushrowski, Josette Jones, Joan Kowolik, Kathy Lay (FC Executive Committee liaison), Paula Magee, Malika Mahoui, John McGrew, Kimmaree Murday, Michael Ney, Julie Settles, Sharon Stoten, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Anastasia Morrone, Associate Dean, Learning Technologies

### Agenda

1. *Call to order and introductions.* The meeting was called to order at 9:10 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft October 13, 2008 minutes and the Strategic Plan Review Reporting form attached.
2. *Approval of the agenda.* The agenda was reviewed and approved by the committee.
3. *Approval of the minutes.* The meeting minutes of October 13, 2008 were reviewed and approved by the committee.
4. *Chair's Report.* Chair Akay said that the Learning Technologies Steering Committee proposal has been approved by the Faculty Council Executive Committee. The preliminary Indiana University Strategic Plan for Information Technology 2 (ITSP2) is ready and awaiting approval from President McRobbie. The plan will be released soon to the public for review.
5. *Summary of Virtual Universities Summit Meeting.* Anastasia Morrone, Associate Dean for Learning Technologies, provided a summary of the summit meeting that was held on October 10. Daniel Callison and Stacy Morrone were the conveners. Most of the IU campuses were represented. The speakers were from the University of Illinois-Springfield, UMass Online, and the Ohio Learning Network. Some issues discussed at the summit were: a) the feasibility of multi-campus degree programs, b) types and levels of support needed, and c) tuition rates for online courses.
6. *More on Strategic Plan.* Garland Elmore, Deputy CIO and Dean, distributed the draft table of contents for the second Indiana University Strategic Plan for Information Technology (ITSP2). The implementation plan will follow from the approved ITSP to include senior level leadership in the Office of the Vice President for Information Technology or outside of that office. Chair Hasan Akay distributed the Strategic Plan Review Reporting Form. Members of the FCTC volunteered to read parts of the strategic plan and submit their reviews to Chair Akay prior to the December 1 meeting.
7. *Other Business.* For Second Life, it takes less than 2 hours for competency. See [Virtualability.org](http://Virtualability.org).
8. *Adjournment.* The meeting adjourned at 10:35 a.m.

Next meeting: Monday, December 1, 2008, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

**IUPUI Faculty Council Technology Committee (FCTC)  
December 1, 2008**

**Minutes**

**Members Present:** Hasan Akay (chair), Daniel Baldwin, James Clack, Garland Elmore (administrative liaison), Barbara Gushrowski, Pamela Ironside, Timothy Koponen, Kathy Lay (FC Executive Committee liaison), Paula Magee, Malika Mahoui, John McGrew, James Morgan, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Anastasia Morrone, Associate Dean, Learning Technologies; Christine Fitzpatrick, Communications Officer, Office of the Vice President for Information Technology and CIO

**Agenda**

1. *Call to order and introductions.* The meeting was called to order at 9:05 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft November 3, 2008 minutes and 13 Strategic Plan Review Reporting forms attached.
2. *Approval of the agenda.* The agenda was reviewed and approved by the committee.
3. *Approval of the minutes.* The meeting minutes of November 3, 2008 were reviewed and approved by the committee.
4. *Chair's Report.* Feedback for the draft Indiana University Strategic Plan for Information Technology 2 (ITSP2) is today. Comments are ongoing. Anastasia Morrone, Associate Dean for Learning Technologies, said that the Learning Technologies Steering Committee proposal was discussed at the November 25 University Faculty Council meeting. There were not enough present for a quorum. The proposal is going for a vote.
5. *Strategic Plan Reviews.* The Faculty Council Technology Committee members presented their reviews of sections A, B, C and D of the plan. [The reviews are posted on the FC Tech Committee Oncourse site in the Resources /ITSP2 Reviews folder.]
6. *Drafting a Summary.* Chair Akay asked Christine Fitzpatrick to summarize the changes recommended by the FCTC, send them back to the FCTC and also on to Frank Acito, chair of the University Information Technology Committee and his group.
7. *Other Business.* N/A.
8. *Adjournment.* The meeting adjourned at 11:15 a.m.

Next meeting: Monday, January 12, 2009, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

## IUPUI Faculty Council Technology Committee (FCTC) February 9, 2009

### Minutes

**Members Present:** Hasan Akay (chair), James Clack, Garland Elmore (administrative liaison), Andrew Gavrin, Barbara Gushrowski, Pamela Ironside, Josette Jones, Timothy Koponen, Joan Kowolik, Kathy Lay (FC Executive Committee liaison), Malika Mahoui, James Morgan, Julie Settles, Sharon Stoten, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Merri Beth Lavagnino, University Information Policy Officer, Office of the Vice President for Information Technology and CIO; Jennifer Van Horn, Manager, Network Distribution, Telecommunication Infrastructure, UITS; Paul Clegg, Manager, Telephony Systems, Telecommunication Infrastructure, UITS; Matt Dixon, Principal Software Engineer, Messaging Systems, Telecommunication Infrastructure, UITS

### Agenda

1. *Call to order and introductions.* The meeting was called to order at 9:05 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft December 1, 2008 minutes, the Web Site Privacy Notices policy, and the Policy Review Reporting Form attached.
2. *Approval of the agenda.* The agenda was reviewed. The agenda order was changed to items 6, 7 and 5. The agenda was approved by the committee.
3. *Approval of the minutes.* The meeting minutes of December 1, 2008 were reviewed and approved by the committee.
4. *Chair's Report.* Bob Vernon and Tim Koponen reviewed the Web Site Privacy Notices policy.
5. *Unified Communication System.* Jennifer Van Horn distributed a handout and provided a demonstration of the Unified Communication System. The Unified Communication System is available to all faculty and students. The Knowledge Base contains over 40 articles about it. The system integrates with Microsoft Outlook. Office Communicator (OCS) is a client that allows communication with others in different locations from a computer using voice and video. Instant messaging is secure and encrypted. Documents can be dragged into the instant message for file transfer. Live Meeting provides web collaboration. OCS is available free from IUWare. OCS can work without Exchange. The 3 UniCom service options are 1) basic, 2) with telephone integration, and 3) with Outlook voice mail.
6. *Review of Web Site Privacy Policy.* Merri Beth Lavagnino reviewed the draft Web Site Privacy Notices policy. The policy is basically about telling people what you do. Web sites make it possible for active collection of data (type in boxes), and passive collection through logs, or nothing is done with the data. One Web site privacy notice that everyone uses is too vague. The content owner and the technical manager are 2 different people that can work together to determine what is being collected, how long will it be kept, if there are forms or logs, what will be done with the data privacy wise. Merri Beth will provide the FCTC with urls for privacy statement generators [see Resources in the FC Tech Committee Oncourse project site].The FCTC provided input to Merri Beth Lavagnino regarding the policy. She will talk to the subcommittee about the FCTC suggestions. This policy will go through the formal process for policies.

7. *Strategic Plan Update.* Garland Elmore provided an update on *Empowering People*, Indiana University's Information Technology Strategic Plan. On December 11, 2008, the Board of Trustees enthusiastically endorsed the plan. Implementation planning has begun.
8. *Other Business.* N/A.
9. *Adjournment.* The meeting adjourned at 11:00 a.m.

Next meeting: Monday, March 9, 2009, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*



## IUPUI Faculty Council Technology Committee (FCTC) March 9, 2009

### Minutes

**Members Present:** Hasan Akay (chair), Daniel Baldwin, Garland Elmore (administrative liaison), Barbara Gushrowski, Pamela Ironside, Josette Jones, Timothy Koponen, Kathy Lay (FC Executive Committee liaison), Paula Magee, Malika Mahoui, John McGrew, James Morgan, Kimmaree Murday, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Stacy Morrone, Associate Dean, Learning Technologies, Office of the Vice President for Information Technology and CIO; Sue Workman, Associate Vice President, Support, Office of the Vice President for Information Technology and CIO.

### Agenda

1. *Call to order.* The meeting was called to order at 9:10 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft February 9, 2008 minutes.
2. *Approval of the agenda.* The agenda was reviewed and approved by the committee.
3. *Approval of the minutes.* The meeting minutes of February 9, 2009 were reviewed and approved by the committee.
4. *Chair's Report.* Chancellor Bantz's sent a letter to the deans about the student technology fee (STF), which is one of the topics on the agenda. Chair Akay contacted the IUPUI Faculty Council Executive Committee regarding the student technology fee. The Executive Committee encourages the FCTC to focus on the implementation part of the plan. Kathy Lay, the FC Executive Committee liaison, indicated that she has a list of questions about the STF as liaison to the Executive Committee to present during the discussions of the related agenda item.
5. *Learning Technologies Steering Committee.* Stacy Morrone said that the University Faculty Council about one month ago approved the Learning Technologies Steering Committee, which is a university wide committee. The next steps are to constitute the committee and define the topics. Letters will go out soon. The committee will convene in April. Possible topics for the first meeting include a) review the definition of what is appropriate usage of the student technology fee, and b) the proposed direction of Sakai 3. During the 2009-2010 academic year, the Learning Technologies Steering Committee will begin meeting once each semester in a daylong retreat, with an extended video conference retreat in the summer.
6. *Update on the Oncourse Priorities Committee Retreat.* Stacy Morrone informed the group that the Oncourse Priorities Committee (OPC) met in February 2009 to establish the priorities for summer 2009 development. Stacy Morrone distributed a document called "Oncourse Enhancements Activity" which will be made available through the Oncourse Enhancements Process page on the web. The targeted completion date is April 30. The document shows what is approved for development, what is approved for further action, what is completed, and what is under consideration. A link to the "Enhancements Process" is on the left sidebar on the Oncourse login page.
7. *Strategic Plan and Student Technology Fee Project.* Garland Elmore provided a historical overview on the student technology fee at Indiana University. Undergraduate student technology fee transition meetings are being scheduled with the deans of schools located at IUPUI. Stacy Morrone and Sue Workman will lead planning teams with school members appointed by their deans. Opportunities for faculty input regarding the use of the undergraduate student technology fee are:

- a. University level: the Learning Technologies Steering Committee
- b. Campus level: the IUPUI Faculty Council Technology Committee, Budgetary Affairs Committee and Campus Planning Committee
- c. School level: UITs and school transition teams

Kathy Lay, the IUPUI Faculty Council Executive Committee liaison, and the FCTC members asked questions about the student technology fee transition. These questions were discussed as time permitted and will be included in an updated FAQ.

- a. Will the Bloomington model be applied to IUPUI?
- b. How will Macintosh support be managed?
- c. What will be done regarding licensing agreements for different software used by schools?
- d. Will replacement funds be provided for discipline-specific costs currently provided by the STF?
- e. What advantages and disadvantages are there in excluding graduate and professional STF from the new model?
- f. Will UITs manage the entire undergraduate STF at the end of the 3 year transition?
- g. How would this initiative impact students whose hardware requirements have diminished?
- h. How will discipline-specific use be distinguished from the "common good?"
- i. Describe the transition process.
- j. Should UITs consider developing liaison or content specialists to work with schools?
- k. What will happen to school IT staff whose salary is currently paid in part or totally from the STF?
- l. What will happen to facility assessments?

8. *Other Business.* N/A.

9. *Adjournment.* The meeting adjourned at 11:00 a.m.

Next meeting: Monday, April 6, 2009, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

## IUPUI Faculty Council Technology Committee (FCTC) April 6, 2009

### Minutes

**Members Present:** Hasan Akay (chair), Garland Elmore (administrative liaison), Andrew Gavrin, Barbara Gushrowski, Josette Jones, Joan Kowolik, Kathy Lay (FC Executive Committee liaison), Paula Magee, Malika Mahoui, John McGrew, James Morgan, Kimmaree Murday, Sharon Stoten, and Theresa Walsh (meeting recorder).

**Guests:** Merri Beth Lavagnino, University Information Policy Officer, Information and Infrastructure Assurance, Office of the Vice President for Information Technology and CIO; Eric Cosens, Deputy Policy Officer, Information and Infrastructure Assurance, Office of the Vice President for Information Technology and CIO; David Lewis, Dean of University Library, IUPUI and Assistant Vice President for Digital Scholarly Communications

### Agenda

1. *Call to order.* The meeting was called to order at 9:10 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft March 9, 2009 minutes, the ISPP-25 Policy, and one review of the policy.
2. *Approval of the Agenda.* The agenda was reviewed and approved by the committee.
3. *Review and Approval of the Minutes.* The meeting minutes of March 9, 2009 were reviewed and approved by the committee.
4. *Chair's Report.* The Learning Technologies Steering Committee has been approved. They are in the process of identifying members for the committee.
5. *Review of ISPP-25 Policy: Information Governance.* Eric Cosens provided background on ISPP-25. The draft ISPP-25 policy has been sent to a wide array of people for review. From this committee, Malika Mahoui and Jim Morgan reviewed the policy. Some suggestions from the FCTC are: the policy needs to be clearer; clarify the checks and balances; add a definition of information assets; clearly lay out what the limitations are; refer to university policies, state laws, and federal laws. This is the first review of the draft. Suggestions will be incorporated into a new draft. The naming convention for policies is changing. ISPP means Information Security and Privacy Program. As policies are reviewed they will be renamed.
6. *'Recapturing the Scholarly Record'.* David Lewis, Dean of the IUPUI University Library, and Assistant Vice President for Digital Scholarly Communications joined the group. He has a 2-year additional responsibility to help the university move forward with the new IU Information Technology Strategic Plan to manage, distribute and preserve the scholarly record. The focus now becomes journal, literature and textbooks. There is a need to create alternate vehicles for publishing. Material is better in an open environment. Textbook issues are in the introductory courses. An open journal system is a piece of software that allows one to publish. IU will most likely work with other universities, partners who are prepared to put these issues on the table. If it is useful, David Lewis will come and talk to the schools.
7. *Update on Student Technology Fee Project.* Garland Elmore provided a brief overview on the student technology fee at Indiana University. The initial undergraduate student technology fee meetings with the schools focus on the transition process. The second meetings will focus on identifying services and technologies funded by the STF. A more complete FAQ is being prepared and will include the

answers to Kathy Lay's questions raised in the March 9 FCTC meeting. This information also is available in the Knowledge Base. Garland Elmore answered 3 questions that were in the March 9 minutes.

- a. Will the Bloomington model be applied to IUPUI? A unique IUPUI model is being created based on visions developed in meetings with schools.
- b. How would this initiative impact students whose hardware requirements have diminished? Hardware changes affect voice, video, and data technologies. The new model will accommodate current hardware requirements and be flexible to respond to changes.
- c. What will happen to school IT staff whose salary is currently paid in part or totally from the STF? It will take a year to develop the new model. During this time all professional and technical staff will continue to be funded by the STF.

8. *Other Business.* N/A.

9. *Adjournment.* The meeting adjourned at 11:05 a.m.

Next meeting: Monday, May 4, 2009, 9:00 – 11:00 a.m. in IT 541.

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*Prepared by Theresa Walsh and Hasan Akay.*

## IUPUI Faculty Council Technology Committee (FCTC) May 4, 2009

### Minutes

**Members Present:** Hasan Akay (chair), Daniel Baldwin, Garland Elmore (administrative liaison), Barbara Gushrowski, Josette Jones, Joan Kowolik, Malika Mahoui, John McGrew, James Morgan, Kimmaree Murday, Robert Vernon, and Theresa Walsh (meeting recorder).

**Guests:** Tom Davis, University Chief Information Security Officer, Information and Infrastructure Assurance, Office of the Vice President for Information Technology and CIO; Christine Fitzpatrick, Communications Officer, Office of the Vice President for Information Technology and CIO; Merri Beth Lavagnino, University Chief Information Policy Officer, Information and Infrastructure Assurance, Office of the Vice President for Information Technology and CIO; Amy Warner, Vice Chancellor for External Affairs, IUPUI

### Agenda

1. *Call to order.* The meeting was called to order at 9:10 a.m. Chair Hasan Akay welcomed the group and distributed the agenda with the draft April 6, 2009 minutes.
2. *Approval of the Agenda.* Christine Fitzpatrick will present the 'Empowering People, IU's Second IT Strategic Plan' agenda item rather than Kim Milford. The agenda was reviewed and approved by the committee.
3. *Review and Approval of the Minutes.* The meeting minutes of April 6, 2009 were reviewed and approved by the committee.
4. *Chair's Report.* This is the last meeting of the 2008 – 2009 academic year and Hasan Akay's last meeting as chair of the Committee. Hasan Akay asked that the Committee members whose terms are expiring, give him the nominations from their schools.
5. *Student Technology Fee and FAQs.* Garland Elmore provided an update on the student technology fee (STF). He indicated that Kathy Lay's questions raised in the March 9 FCTC meeting are answered in the current FAQ. The information is also available in the Knowledge Base (search on IUPUI STF). He also reported that the School of Nursing is the first school to complete a 3-year transition plan. Preliminary plans with schools will be completed by July 1. There was a brief discussion about Local Support Providers within schools and how staff responsibilities might change. What measures are most important to track with the STF? UITS tracks cost and service satisfaction. See [www.indiana.edu/~uitssur](http://www.indiana.edu/~uitssur) for the UITS User Satisfaction Survey Summary of Results for IUPUI dating from 1997 to 2009. Amy Warner announced that Chancellor Bantz will have an Open Chat about the student technology fee on Wednesday, May 6 at 2:30 pm in the Campus Center, Room 268.
6. *Empowering People, IU's Second IT Strategic Plan.* Christine Fitzpatrick, Communications Officer, provided an update on *Empowering People*, Indiana University's second information technology strategic plan. There are 15 recommendations and 72 action items in the plan. Implementation planning is underway. A key feature of developing implementation plans is incorporating input from stakeholders. The full text of the strategic plan is available at <http://www.ep.iu.edu/>. To leave feedback, write to [itsp2@oncourse.iu.edu](mailto:itsp2@oncourse.iu.edu). The implementation plans will include the opportunity for engagement.

7. *IU Information Security and Privacy Program.* Tom Davis, University Chief Information Security Officer, and Merri Beth Lavagnino, University Chief Information Policy Officer, joined the group to talk about the Information Security and Privacy Program. Tom Davis distributed two handouts which are available in the resources section of the FC Tech Committee project site. One handout is a 2-page overview of his presentation today. The second handout is a 6-page overview of the program. The Information Security and Privacy Program is a soup to nuts approach for information protection. The program is used to define structure and process, and to identify and address gaps. The program takes responsibility for compiling the information. The biggest part that the FCTC can play is to provide feedback on the components for this program. For more information, see <http://informationsecurity.iu.edu/program/>.
8. *Other Business.* N/A.
9. *Adjournment.* The meeting adjourned at 11:00 a.m.

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*Prepared by Theresa Walsh and Hasan Akay.*