

**IUPUI Faculty Council Technology Committee  
October 8, 2013**

**Minutes**

**Members Present:** Rachel Applegate (executive committee liaison), Tina Baich, Mark Bannatyne, Brenda Burk, James Clack, Barbara Friesth (chair), Andrew Gavrin, Ahmed Ghoneima, Barbara Gushrowski, Anastasia S. Morrone (administrative liaison), Fred Rees, Michelle Roberts, Kathryn Thedwall, LaQuia Walker, Theresa Walsh (meeting recorder), Ken Wendeln

**Members Absent:** Elizabeth Whipple

**Guests:** John Gosney (FC Distance Education Committee)

**Agenda:**

1. Call to Order and Introductions
2. Review and Approval of the Agenda
3. Review and Approval of the September 10, 2013 Minutes
4. Update from Learning Technologies Steering Committee
5. Chair's Report
6. Faculty Council Distance Education Committee Report
- ~~7. Joint Meeting with Office of Online Education and Faculty Council Distance Education Committee~~
8. Action Items
9. Other Business
10. Adjournment

**Materials:** N/A

1. *Call to Order and Introductions.* The meeting was called to order at 9:00 a.m.
2. *Review and Approval of the Agenda.* The agenda was reviewed. Because Judy Halstead was unable to attend, the Joint Meeting topic will be deleted from today's agenda. The agenda as amended was approved.
3. *Review and Approval of the September 10, 2013 Minutes.* The September 10, 2013 minutes were reviewed and approved.
4. *Update from Learning Technologies Steering Committee.* N/A
5. *Chair's Report.* Judy Halstead will not be here today due to a family emergency.
6. *Faculty Council Distance Education Committee Report.* Fred Rees said that the Faculty Council Distance Education (DE) Committee met on September 4, 2013. The next step was to talk with Judy Halstead.

In the absence of Judy Halstead today, the FCTC discussed the topic of Faculty Involvement in the Decision Process Related to Technology and Software.

The FCTC agreed on the following action items:

1. Set up user groups for technologies widely used by faculty, such as Gradebook, clickers, Tests and Surveys, Endnote; faculty can have the opportunity to opt out; groups of faculty that want regular updates
2. The FCTC will lead by example by making reports at Faculty Council meetings starting with today's Faculty Council meeting, report on September 10 FCTC minutes (Andrew Gavrin, Barbara Gushrowski, and Kate Thedwall will be there; Barbara Friesth and Stacy Morrone will not be there today);
3. An effort will be made to include the FCTC and possibly others earlier in the planning process; Stacy Morrone will make suggestions as to how that will happen; FCTC had an overall sense that they need to be involved at an earlier stage in the Office of the Vice President for Information Technology (OVPIT) planning of the future of technology. UITS will continue to seek guidance and feedback from the FCTC on new technologies and IT policies and practices that directly affect users. In addition, minutes from the

Learning Technologies Steering Committee (LTSC) and the Oncourse Priorities Committee will be shared with the FCTC to improve communication among these committees.

4. It is the responsibility of UITs to adhere to best practices in software development and delivery. The campus centers for teaching and learning have responsibility for effective communication of software that impacts teaching and learning (e.g. Turnitin, Adobe Connect, and software that interfaces with Oncourse).
  5. The FCTC requests an update on *Empowering People*, the second IU IT Strategic Plan, to include some discussion of what the existing assessment process is; implementation plans for all 72 action items.
7. *Action Items.*
  8. *Other Business.* N/A
  9. *Adjournment.* The meeting adjourned at 11:00 a.m.

#### Action Items

- Review status of funding for new testing center (9/10/2013, Stacy Morrone; revisit status)
- Review status of updates to FLAGS (Fostering Learning, Achievement, and graduation Success) System (planned enhancements from Summer 2013)
- Review survey data from Schools regarding use of Endnote
- Review survey data and funding mechanisms for proctoring of exams in the testing center
- Review status of end-user evaluation of Unicom services and deployment of clearly identified emergency phones (Dennis Cromwell; Barbara Friesth; S)
- Review updates to the Research File System (RFS)
- Complete summary of student technology fee (STF) impact on units, (Barbara Friesth)
- Conduct joint meeting of Distance Education Committee with IU Online Office leadership

#### 2013 – 2014 Topics

- Follow up on Oncourse; statistics and reporting features for administrators in Oncourse
- Follow up on Next.IU.edu pilots
- Communication: What does the new communication model related to technology look like in the future
- Testing: How do we improve our testing (expansion of "c" Action Item for 13-14)
- Technology Transition: Would like a steady approach to technology transition (rather than shutting off and starting new)
- Campus, university, and statewide report on faculty usage of technology
- Adoption rate of IUanyWare
- Usage data
- Update on *Empowering People*, the second IU IT Strategic Plan, to include some discussion of what the existing assessment process is; implementation plans for all 72 action items

**Next Meeting:** Tuesday, November 12 2013, 9:00 a.m. – 11:00 a.m., UL 2115E.