

Annual Report of CCSU Information Technology Committee AY 2016 - 2017

ITC Leadership 2016-2017

The ITC officers to begin the year were Matt Martin (Chair), Chad Williams (Vice Chair), and Sharon Clapp (Secretary). At the end of February, Matt Martin stepped down due to unforeseen circumstances and per the committee's bylaws, Chad Williams became Chair. In the March meeting, the committee voted to have Charles Menoche fill the Vice Chair vacancy for the remainder of the year. Election of the ITC Leadership for the AY 2017-2018 will take place in our last meeting of the year May 5th.

Annual/reoccurring tasks 2016-2017

The ITC committee closely worked with the ITS department to solicit, evaluate and rank the software requests for 2016-2017. The committee contacted the Faculty Senate President to send an email to remind people to fill out forms for software/hardware requests. The deadline for software requests was extended from December to January.

The software subcommittee (Lisa Washko, Henry Rudzinski, Charles Menoche, Sarah Maurer, and Catherine Thomas) met and reviewed the submitted software requests. Similar to previous years, priority of funding consideration is given to requests on upgrades and maintenance of software already installed and in use in classes and labs. It was suggested that additional/new requests should still be submitted to the Software Subcommittee as well as to the Deans as one-time requests.

The Software subcommittee reported to ITC in its February 2017 meeting. A spreadsheet handout of the software requests proposal was distributed to the committee. Lisa Washko reviewed the list and associated costs. Upgrades and renewals for existing software for a total of \$193,206 were submitted, an increase of \$19,566 compared to AY2015-16. One concern is that while software-licensing costs continue to increase student fees have not increased so this money needs to be accounted for from elsewhere. Five new requests for software were made in total of \$29,448. The subcommittee's suggestions on funding priority were approved by the ITC. The suggestions have been thereafter forwarded to the Provost's Office, pending for final decision based on the university's budget plan.

Per President Toro's request, to help CCSU's CFO better understand the university's long-term equipment refresh costs, a 5-year plan for equipment costs was prepared by ITS based upon the input of the respective departments. This estimate was reviewed by the ITC at our March meeting at the request of the Faculty Senate and feedback was provided to the Faculty Senate President.

Committee Activities

Throughout the year: the committee focused on a number of ongoing IT-related questions, initiatives, and complaints: serving as a conduit and sounding board between the general University (faculty and administration) and CCSU's ITS. The most significant topics and items are listed below.

- Selected Election subcommittee (Kevin Kean and Chad Williams)

- Discussed and provided feedback regarding potential transition to Blackboard Ultra
- Provided feedback on move of Blackboard from ct-ccsu.blackboard.com to ccscu.blackboard.com
- Discussed and provided feedback regarding transition to new phone system
- Helped provide feedback on potential online student opinion survey systems and functionality. Feedback gathered was brought to online learning committee. Sharon Clapp voted by the group to represent the ITC on the online learning committee.
- Provided feedback on the roll out of the ILS integrated library system
- Discovered there was not a current part-time faculty contact list in Outlook. A current version of this list is being created and a maintenance strategy identified to ensure it remains fresh.
- Helping to evaluate and provide feedback on possible replacements of the university's current clicker solution, which is becoming harder to support as the hardware is becoming out of date.
- Discussed and provided feedback for the Online Learning Task Force through ITC representative.
- Performed as liaison between ITS and CCSU community to enforce the IT related trainings, summer institutions, and updates, etc.
- Updated the committee members and ex officio members, and sent the most up-to-date member information to the President Office for record.
- Updated ITC website at you.ccsu.edu with timely information on software/hardware request.

Respectfully submitted,

Chad Williams, Chair ITC