

## **Annual Report of CCSU Information Technology Committee for AY 2015 - 2016**

### **Special Fall Election**

Election of chair for 2015-16: Since the final ITC meeting fell before the results of the faculty senate's election were finished, the election of leadership positions were delayed from Spring 2015 until the first meeting of Fall 2015. Jay Melnyk (vice chair for 2014-15) managed the elections. Election results: Shuju Wu - Chair, Jason Melnyk-Vice Chair, Sharon Clapp-secretary.

### **Annual/reoccurring tasks 2015-2016**

The ITC committee closely worked with the ITS department to solicit, evaluate and rank the software requests for 2016-2017. ITC created a webpage ([you.ccsu.edu](http://you.ccsu.edu), ITC committee) with instructions on using the "Access And Request Forms" from [www.ccsu.edu/it](http://www.ccsu.edu/it). ITC members were asked to bring the information back to academic department and emails were sent out through the academic list-serv.

ITC re-selected its Software subcommittee ( Henry Rudzinski, Pankaj, Clayton Penniman, Catherine Thomas and Chad Williams) and Classroom Technology subcommittee (Henry Rudzinski, David Oyanadel, and Clayton Penniman). The subcommittees worked with Lisa Washko from ITS and organized meetings to review 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 concurrently with submissions to general budget and one-time requests (usually moving up from Chair, to Dean, etc.).

The Software subcommittee reported to ITC in its December 2015 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 \$173,640 were submitted. Five new requests for software were made in total of \$14,648. 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.

## Committee Activities

It was noted that for year 2014-2015 and year 2015 – 2016, the ITC officers elections couldn't be accomplished in the Spring semester due to reasons such as timing of senate committee elections and end of the semester, and delayed elections were performed in September. This year, ITC started soliciting potential candidates among those who are eligible in as early as February, and J. Melnyk organized the establishment of the slate. The officers have been elected successfully for next year.

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.

- Helped the Faculty Senate with the Online Learning Implementation Committee selection
- Discussion and feedback for the 21<sup>st</sup> Century Classroom Project. Met with the Provost and the 21<sup>st</sup> Century Classroom Project members on the stages on the project, funding amount, initiative, pilot proposals, and possible plans for modeling.
- Discussed and provided feedback for the Online Learning Task Force through ITC representative.
- Performed as liaison between CCSU community and the CSCU System Office on new IT implementations.
  - Invited-talk on the Federated ID model across the CSCU system using SailPoint Identity Services.
  - Feedback on system-wide library system on resources sharing, cost, capacity, etc.
- 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, and sent the most up-to-date member information to the President Office for record.
- Helped the pilot usage of the Office 365 hosted exchange email and One Drive services and provided feedback on user experience.
- Addressed a faculty concern on an old faculty campus listserv annual re-subscription and provided feedback to the faculty.
- Monitoring the hardware replacement/update in classroom/labs through Classroom Technology subcommittee.
- Updated ITC website at [you.ccsu.edu](http://you.ccsu.edu) with timely information on software/hardware request.
- Finished election for the 2016-2017 ITC Officers
  - Matt Martin - Chair
  - Chad Williams – Vice Chair
  - Sharon Clapp - Secretary

**Initial Goals for AY 2015-16**

Revisit and revise by-laws concerning the timing and process for election of leadership positions (currently it is held in the last meeting of the year). It is anticipated that an earlier election will reduce the risk of unfilled officer positions for the beginning of the next year.

Respectfully submitted,

Shuju Wu, Chair ITC