

# **Annual Report**

## **CCSU Information Technology Committee for AY 2019-20**

### **Special Fall Election**

Election of offices for 2019-20: Since the final ITC meeting in Spring 2019 fell before the results of the university committee election, the election for ITC officers was delayed until the first meeting of fall 2019. Charles Menoche was elected as Chair. Stuart Barnett was elected as Vice Chair. Lisa Washko was elected as secretary.

### **Annual/reoccurring tasks 2019-2020**

As is now a yearly task, the Software subcommittee solicited, evaluated, and ranked software requests for 2020-2021. As has been the case in recent years, and regularly noted in the annual reports, the committee approved as a first priority maintenance, renewal, and upgrades for software that is currently available in student classrooms and labs. Even with just renewals and upgrades, the approved requests totaled \$227,937 (compared to last year's \$221,584). The committee did feel that the additional/new requests, totaling \$11,432, were appropriate and the committee supported these purchases, with the hope that additional resources might be found to support the remaining requests. These new requests were ranked should some, but not all, of the funding become available. As noted in past years, new requests will, in future years, increase the ongoing renewal/upgrade costs.

Although there were some requests the Hardware/Facilities Technology Subcommittee did not receive these requests, did not meet, and the decisions were processed through IT.

### **Committee Activities Throughout the Semester** (discussions and feedback)

Online Portfolios: Throughout the year the committee monitored the progress of the opening up of the option for online portfolio submissions for all candidates this year. Due to the COVID19 challenges in March 2020, all second year and beyond renewals were switched to online. It turned out that the work of the ITC and Promotion and Tenure committees over the last couple of years proved essential in making the adjustments possible so quickly and relatively smoothly. The biggest challenges seem to remain workflow challenges.

Tom Burkolder volunteered to be on the Board of Regent's Learning Management System Request for Proposals committee. Throughout the semester, he provided updates on the progress of the CFP. In spring semester, a number of ITC members volunteered to explore the sand box of the finalists and provide feedback to the BOR committee. The selection of a finalist still continues, no decisions have been made.

Discussions began, but were not realized/implemented yet, to form a cross-committee workgroup with the Online Learning Committee to begin exploring new, and hopefully better, solutions for online evaluations tools with the eventual goal of a possible call for proposals. The hope is that this be revisited in the fall.

Although the committee remains concerned about the dormant state of the Website Advisory initiative that was stalled last year, more detailed discussions that were targeted for the end of the spring semester fell by the wayside due to the end of spring semester challenges. The hope is that this be revisited in the fall.

The most significant addition to ongoing charges for the ITC is to provide feedback on hardware and software technology elements for proposals of new programs. This year the ITC provided feedback on proposals for BS in Electrical Engineering, Civil Engineering MS, and Mechanical Engineering MS.

Throughout this year: the committee focused on a large number of ongoing IT-related questions, initiatives, concerns, and complaints: serving as a conduit and sounding board between the general University (faculty and administration) and CCSU's IT.

Representative significant topics and items are listed below. To look beyond the highlights, the very useful minutes can be found on the WordPress hosted website <http://itc.ccsu.edu>

- Various network/power challenges across campus at times (and a process for notifications of these problems) and the impact on classes/local systems
- Changes to campus IT configurations and related topics (ranging from the shift to Chrome as the default browsers, to the shifting from various drives (e.g., the M: drive) to One Drive, etc.)
- Introduction of Microsoft Teams as a solution for virtual meetings, workspaces, etc. (as with several other items throughout this year, the introduction of these new resources proved helpful in the second half of the spring semester).
- Ongoing announcements of new software available to faculty and/or students (e.g. Camtasia, Kaltura, etc.)
- As an item for next year, the committee also suggested starting discussions on initiating a campus survey on campus technology. It was noted that it has a few years since something like this has been done. Discussion scheduled for one of the final meetings was delayed to meetings next AY.
- Due to the challenges of the second half of the spring semester, starting in the March meeting and long meetings in April and May, the committee's meetings focused on the ongoing and new challenges and technology needs for classes and staff responsibilities due to the campus relatively suddenly moving to a completely online environment. These ITC meetings proved to be a conduit for information, needs, and challenges.

**Initial Goals for AY 2020-21**

Once again hold special elections in the fall after the ITC is refreshed. Since special fall officer elections for ITC have happened so frequently in recent years, the committee should consider revising the bylaws and plan for elections to happen at the beginning of the fall semester.

Revisit initiatives that had become somewhat dormant (e.g., replacement software for electronic evaluations, the Website Advisory Committee, successful processing of hardware requests, an ITC advisory committee that meets between larger meetings, etc.).

Given anticipated challenges into the summer, fall, and perhaps entire next year, it is likely that the ITC will continue to be an essential conduit for university technology initiatives, as charged in the committee's bylaws:

- A. Prioritizing all projects related to academic computing that require IT department resources. Purchases formerly handled through the budget process, through appeals to deans, or to the CIO, or through departmental expenditure, should be referred to the ITC for consultation and prioritization.*
- B. Developing policy recommendations related to academic computing.*
- C. Reviewing all policies that impact academic computing*

Respectfully submitted,  
Charles Menoche, Chair ITC  
May 3, 2020