

University Council on Technology
April 24, 2015 ▪ 2:00-4:00 pm
Room 316, Student Center

I. Call to Order

Chair Shelley Marshall called to order the regularly scheduled meeting of University Council on Technology at 2:02 PM.

II. Attendance

Paul Albert (Information Services), Ron Dear (Information Services), Susan Zake (College of Communication & Information), Arden Ruttan (Vice-Chair, Faculty Senate), Mary Ann Raghanti (College of Arts & Sciences), Shelley Marshall (Chair, Ashtabula Campus) Sasi Benzigar (College of Public Health), Margarita Benitez (Fashion Design & Merchandising), Aaron Near (College of Nursing), Karl Kosko (Teaching, Leadership & Curriculum Studies/College of Education, Health, and Human Services), Connie Hawke (Business & Finance), Will Turek (Office of Continuing and Distance Education), Jill Kawalec (College of Podiatric Medicine), Wendy Tietz (College of Business).

III. Welcome

Chair Shelley Marshall (Faculty, Ashtabula Campus) thanked everyone for attending. At her request, introductions were made by each person.

IV. Approval of Minutes

Minutes from the meeting on March 20, 2014 will be sent to the listserv. Approval will occur by email or at the first meeting of the new school year.

V. Priorities for 2015-2016

Discussion of priorities for the new year.

1. Sharing Vision:

- a. After minutes are approved, each committee member will share with your departments and your faculty.
 - i. Faculty secretary might be able to help you.
 - ii. May have to go through Dean's office.
- b. At the request of committee members, Chair Marshall will explore sending minutes out to all Faculty once a semester.
- c. Use website to publicize UCT.

- i. Chair Marshall, Vice-Chair Ruttan and Linda Lewis (Information Services: Administrative Secretary) will request access to UCT website so that it can be updated.
2. Evaluate and recommend technology for new modes of testing.
 - a. Identify remaining needs for older testing paradigms.
 - b. Evaluate hardware and software solutions.
 - c. Coordinate with University Teaching Council.
 - d. Develop recommendations for the Provost.
 - e. Clicker Technology Subcommittee
 - i. Purpose of Clicker subcommittee is to evaluate and determine if technology is sufficient.
 - f. Exploring assessment methods and related hardware
 - i. We want good representation on this subcommittee.
 - ii. Scantron replacement: SSI might not be paper any more or might continue as paper. Waiting for an update from Paul Albert (Information Services: Executive Director, Educational Technology & Service Management) or Associate Provost Melody Tankersley. Need to know that before first subcommittee meeting.
 - g. Chair Marshall thanked the new people who joined those subcommittees and on-going participants for their work. She will schedule the first meetings of those subcommittees for the new year, and then will call for a chair. Would like 4-5 people on each subcommittee.
3. Transferring grades from Blackboard to Banner
 - a. Project is with Information Services and the Registrar's Office. We are not in control of the timeline. Transferring would be an automatic process unless you did not want to use it.
4. Evaluate mobile devices in teaching and research – on-going as needed.
 - a. Evaluate mobile devices in teaching and research.
 - b. Coordinate with University Teaching Council and University Research Council.
 - c. Develop and communicate a vision for the use of mobile devices.
5. Partner with IT/IS in providing technology to support research – on-going as needed.
 - a. Identify faculty needs.
 - b. Develop a recommendation to IS through Paul Albert.
 - c. Define and present shared needs.
 - i. Areas of discussion: data collection, centers and resources to assist people, develop apps, supercomputer, Big Data storehouse and analytics.
 - d. Survey suggested that could discover needs by discipline, college, and department.
6. Software licensing Inventory, Support, and Legal Issues
 - a. Software Licensing Subcommittee purposes:
 - i. Determine what software is in use;
 - ii. Better utilize existing software;
 - iii. Serve as a repository for faculty to see if license is owned;
 - iv. Save costs and improve availability. In some cases faculty needs software for short time, such as three weeks so develop a check-in and check-out method.
7. Distance learning issues and support for synchronous remote teaching
8. Information Services upcoming major projects
9. Coordinate with University Teaching Council and University Research Council
10. No other priorities suggested.

VI. **Member Concerns**

1. Flashfolio is replacing Folioweb.
 - a. Shelley is on leadership committee. Determined 80 champions (superusers) to test.
 - b. In the first year it will look very much like Folioweb. That is intentional. Document based system; will be able to post PDF files of data, syllabus, etc.
 - c. Faculty who will go through process first will have a group to help them. They have been emailed directly.
 - d. New people will receive communication through system.
 - e. Will be able to target roles by tenure/not, etc.
 - f. After first year, the system will transition: it will still be Faculty180, but it will build an interactive system.
 - g. Existing documents are being transferred. Please backup and don't add new documents in Folioweb.
 - h. Training and implementation plan is robust.
 - i. Judy Rittman acts as lead on the project. If people are having problems, email Shelley Marshall (skmarsha@kent.edu) or Judy Rittman (jrittman@kent.edu). Make sure you communicate about people who are having trouble.
 - j. Faculty180 website includes videos: <http://www.data180.com/faculty180.php>. In addition, there is a repository on Kent State website at: <http://www.kent.edu/facultyaffairs/flashfolio-information-and-updates>.
2. Distance learning subsystem is also changing: Kaltera is replacing video system. It is in test mode. There will be announcements when it is ready.
 - a. Will consolidate PowerPoint documents in Kaltera.
 - b. Supposed to transfer videos but we ask you to test them.
 - c. New monitoring tools.
3. There are planned upgrades for BlackBoard all the time. Testing and development scheduled before upgrade goes live. Will ask Preeti Palvankar (Information Services: Manager, Course Management System) to come in again.
4. Length of membership on committee? Don't know if membership is for one year. Two UCT members are retiring but want to stay on committee.
 - a. Faculty senate is 3 years with rotating membership.
 - b. Chair Marshall will ask Dr. Tankersley about length of membership.

VII. **Nomination and Election of Officers**

A motion was made to nominate Shelley Marshal to continue as Chair and Arden Ruttan to continue as Vice Chair. There were no other nominations. UCT committee unanimously elected Shelley Marshal as Chair and Arden Ruttan as Vice Chair for the upcoming year.

VI. **Meeting Schedule for 2015-2016**

Sept. 17, 2015	Feb. 18, 2016
Oct. 15, 2015	March 17, 2016
Nov. 19, 2015	April 21, 2016
Dec. 17, 2015	

VII. **Next Meeting**

The next meeting is scheduled on Friday, September 17, 2015 at 2:00 PM; room to be determined.

Meeting adjourned at 3:50 PM.

Minutes submitted by Linda Lewis.