Minutes of Tuesday, 21 October 2014
Faculty Lounge, Bernhard Center

Members present: Christopher Biggs, Timothy Broadwater (for Vladimir Risukhin), May Chang (for Joseph Reish), Charles Emerson, Sharie Falan, Bryon Glock, Pavel Ikonomov, Joseph Kayany, Sharon Peterson (for Robert Leneway), Marcial Pineda (Graduate Student Association), Cody Potter (Western Student Association), Muhammad Razi, Alan Rea and Patti VanWalbeck

Guests: Brian Carnell, Director of Instructional Technology, Online Education; Greg Lozeau, Director of IT Policy and Communications, Office of Information Technology; Bradley Morgan, Director of Media Services; Tom Wolf, Chief Technology Officer, Office of Information Technology and Linda Poquette, Business and Finance

Procedural Items

Welcome

Jay Emerson, chair, welcomed everyone to the meeting at 8:30 a.m. He requested approval of the agenda and minutes.

Acceptance of the Agenda and Approval of the Minutes of 16 September 2014

A motion was made by Pavel Ikonomov to accept the agenda as presented, supported by Alan Rea. Motion passed.

Alan Rea noted that the minutes of 16 September 2014 should reflect that Joseph Kayany and Muhammad Razi are members and not guests. A motion was made by Patti VanWalbeck to approve the minutes of 16 September 2014 with the requested change, supported by Pavel Ikonomov. Motion passed.

Informational Items

Chief Technology Officer Report – Tom Wolf

Conference Rooms – Wolf reported that three conference rooms in the University Computing Center have been upgraded and this includes a display screen. With the improvements, the use of the rooms has grown along with positive remarks. The “Classroom Tech” team established standards for classroom technology similar to the long standing classroom tech standards. Wolf recommends investigating this service for conference rooms with older or no technology. Contact Arnold Taylor if you have an interest.

Wolf is meeting with technology support staff from different departments concerning shared governance for conference rooms and classroom technology. Faculty is needed for these discussions as they will be the primary users of new technology and their input is essential. The first meeting is scheduled for October 22. Wolf may ask for a representative from this council. A suggestion was made to fix the current problems by doing something as simple as keeping a sheet noting the problems and correcting those issues first.

Eduroam – Wireless network on campus that allows an individual from another campus using Eduroam, to log in to their network. This is not viable as Eduroam is an Internet 2 service and WMU is currently not in good standing with Internet 2 due to the cost. WMU has requested assistance from Merit to obtain some kind of agreement with Internet 2 so WMU can join Eduroam.

WMU has received a number of attacks over the last month, specifically targeting the servers and computers in the Facilities area. The OIT’s Security and Networking teams have worked with the Facilities IT staff to isolate the source of the attack. The PALO ALTO next generation campus firewall has been effective in recognizing and blocking the attacks.

Wolf wanted to mention, even though it is not IT specific, the posting about the website (http://wmich.edu/payroll/payroll/semimonthly.html) to keep faculty and staff informed about the fiscal 2016 semimonthly pay project.

A video link (http://wmich.edu/it/research/video) shows what a good job Media Services provides and the collaboration of faculty and OIT. Wolf encouraged everyone to watch the video. The link can also be found at www.wmich.edu/it.

On behalf of OIT, Vice Provost James Gilchrist distributed faculty computing funds along with additional funds provided by Academic Affairs, and these funds need to be spent by the end of the semester. If you have a need, be sure to reach out to your college leadership.

Teaching resources was discussed and an informational card was distributed to council members. The next phase is to add new content and discuss additional marketing of this website.

OIT and Extended University Programs continue to work together for a closed captioning capability for campus videos.

D2L team is investigating a new function to purge old Data from D2L. Standards need to be established as to what data should be purged.

Discussion Items/Action Items

1. Potential Faculty Senate Forum Topic – Some suggestions were Google Apps, Lynda.com and Adobe. Google Apps for education or a presentation on technology as to what is out there may be the best topic. A lot of options for presenting to the Faculty Senate such as a panel discussion, an individual making the presentation or someone showing how this can be used in the classroom. Another idea was to present how meetings can be accomplished...
face-to-face. Rea suggested contacting Edward Kluk and Adam Newsted for recommendations. It was noted that Google Apps hasn’t been approved and will first have to be presented to the IT Executive Advisory Group for its approval. A final decision may be made in November.

A motion was made by Tim Broadwater for a recommendation to the Executive Board through Alan Rea to schedule a spring date for a forum at a Faculty Senate meeting relating to an IT topic such as Google Apps with Adobe as a secondary topic. Motion supported and passed.

2. Election of AITC Member to Ad Hoc Plagiarism Committee – Currently, there is only an interim director, and a representative from each council is requested. Tim Broadwater volunteered to represent the AITC. The meeting dates have not been set.

3. Working Groups
   - Data Security – Meeting to take place the first Wednesday of November. All were encouraged to take note of external drives and be sure that they are encrypted.
   - E-Learning – Update on D2L, adding two positions and revamping the way support is provided. The 24/7 Help Desk is still ongoing. Focus is on e-learning and revamping existing support resources. A longer term plan is implementing a system for e-learning where you can click on for an easy answer with the intent to answer questions for instructors as quickly as possible.
   - Educational Technology – Teaching and Learning Resources website is available at wmich.edu/teachingresources (postcard distributed). Other promotional ideas are needed to get the word out about this website. A new idea for the next year is an approved service for a “box,” which is a secure environment opposed to the “dropbox.” Future discussion is planned about what is available and the security issues. Active learning classrooms is another item for discussion.

Other Business

No other business.

Adjournment

Motion made to adjourn by Pavel Ikonomov at 10:30 p.m., seconded by Tim Broadwater. Motion passed.

Linda Poquette
Recording Secretary