Information Technology Council
Meeting Minutes
Monday, September 23rd, 2013

Attending: AB Schwarzkopf, Loretta Early, Eddie Huebsch, Robert Kelly, Carl Grant, Elizabeth Pober, Boris Apasov

The meeting was called to order at 10:35. AB noted that Mark Young will do minutes when here but he wasn't able to attend. Carl Grant is taking minutes. AB noted that this meeting is for setting agenda for the year.

He noted that IT policies need to come through ITC and get approval. He noted that the captioning policy is an example. Policies need faculty buy-in. Eddie noted that needs to get on agenda for update from Bruce Mason on this subject. Bruce has had faculty meetings on subject. AB noted that it needs to be fully vetted by faculty.

AB asked if all were comfortable with developing list and trying to come up with recommendations?

The group then did a round of introductions.

AB gave background on where group has had impact in the past. For instance, they had formed a user interface group to develop interface of Ozone. Two things are still coming up on that agenda. "The Book" that is clicked on is clunky. AB wants to look at what can be improved. He noted the product was originally designed to fill gaps in student ERP product in place at that time.

IT team want to make interface into a "dashboard". AB noted this idea has come and gone in past. He felt the idea would be to consolidate all the points a user needs. He wants to look at other examples. Will need a lot of user input to do this.

AB noted that captioning is a continuing issue. AB also wants to focus on things related to classroom experience. What needs to be done to improve that. Is there a way to bring needs together and move it forward? Perhaps forming a user experience group in IT? He noted that groups all over campus doing this.

Loretta noted that IT is starting initiative to be more responsive and purposeful in meeting needs. Especially in administrative and academic areas. They are building out architecture to support that is happening. Needs to look at how to connect technologies appropriately. ERP systems are still limited in functionality. Neither centralized nor decentralized. We just need to make sure decisions are well informed. There is concern about how data is being used. Compliance, certification for DoD contracts, etc.
Carl's note the following list for consideration:

> SHAREOK - endorsing/recommending use of SHAREOK. Involves graduate school, library, research, Shared Service, OSU.

> Endorse use of Open Access and Open Educational Resources.

> Setting guidelines on what the student experience should be regarding technology? What should they expect, bandwidth across campus & in dorms, printing services, support of mobile, user interface standards. Standards of access in dorm, classrooms (look to Florida for some examples).

> Policy recommending the integration of mobile efforts (by IT/WebCom/Students/Library)

> A university sponsored spot for students to store documents on the Web. Dropbox? Right now this is very difficult. A central service could be more easily backed up, used.

> Campus printing for students. Uniform across campus and work with Sooner Card.

> Captioning?

> Is IT moving to 360 move? Have we done a survey of student needs as part of this? Do we have a roll out plan. This needs heavy PR.

> Canvas/Desire2Learn/Platform -- how will this get explained to students/faculty.

> platform.ou.edu Need recommended standards concerning courses offered there. For instance: What are standards for a faculty to answer an email for an online course? What are the overall obligations of faculty participating? For OU students, other students around world? All needed materials available in digital form for all courses?

Robert noted that we need to do due diligence in working across campus departments to identify the right tools for solutions. Most decisions can benefit from some IT insight. Classifying data being used, stored and the security surrounding it.

Loretta reviewed reasons why we didn't use Google Docs. Data stored off shore, complex setup if one used for staff/faculty one system for students.

Disability Resource Center - has accessibility guidelines. AB says it's hard to find. One of the challenges to be dealt with.
Elizabeth - Issues include faculty backing up computers is frustrating. Continuing space problem. Technology requirements are an issue. Differing information gets out there. Who has final say? They put it out on website, admissions, IT store. Is there a centralized site where all this information can be found?

Boris noted that we need platforms for sharing docs in committees. AB points out all with a 4x4 have a sharepoint account at share.ou.edu. Just login and put file there and share.

Elizabeth asked about Portfolio and the differences offered. Loretta said it was used before Sharepoint had all the existing capabilities. Robert thinks he might move to box.net as it offers a lot of needed capabilities.

AB asked where the group should focus?

He felt we need clarification on captioning. What are the solutions, what is the cost? What are consequences of compliance?

The meeting was adjourned at noon.