

University of Minnesota Morris Digital Well
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Academic Support Services Committee

Campus Governance

9-14-2012

ASSC minutes 09/14/2012

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MINUTES
9/14/12 Academic Support Services Committee Meeting
McGinnis Room, Briggs Library

Present: Joe Beaver, Roger Boleman, Sylke Boyd, LeAnn Dean, Zak Ford, Jim Hall, Lisa Harris, Alex Kies, Rose Murphy

I. Meeting called to order by Sylke Boyd at 8:00 a.m.

II. Sylke reviewed the charge and bylaws of the committee.

II. Committee members introduced themselves. The composition of the committee was discussed and determined to be in line with the bylaws. In discussion later in the meeting, LeAnn suggested that we invite Nancy Cheeseman from the Office of Academic Success to attend a meeting (since all meetings are open to guests) and, depending on her recommendations, consider whether we might request a change in the Constitution that this office be included on this committee. The committee cannot make composition changes. Nancy Cheeseman, Office of Academic Success Director, will be invited to attend. Adding the Office of Academic Success to the committee may be discussed at a later date.

III. Minutes from 4/27/12 meeting were not distributed. Rose will email the minutes and they will be reviewed/approved at next meeting.

IV. Director Updates

Jim Hall

Upgrading the network, the last project from the 2007 audit, was addressed during the summer of 2012. Electronics were replaced or cleaned up. Reports are that the network is providing much faster service. UMM now has 3 wireless networks, U of M, U of M Secure and U of M Guest. U of M Secure allows for an encrypted log in so that internet access is immediate when the machine is turned on. U of M Guest provides access for campus guests. Guests log in with their own email address and are provided basic internet access so there is no longer a need for setting up user names and passwords. The next phase of the project will be to expand the wireless access so that all areas of the residence halls, science building offices, the dining hall and other areas on campus with slow or limited access, will have better access. There are dollars available for this project. Internet access is deemed an important piece of student satisfaction.

The Morris website is being redesigned with a new look. Users will now see the same website from their mobile device as from desktops and laptops. New photos will be used along with the block U of M logo. The Morris logo, which cannot be attached to the U of M word mark, will be included. The redesign project included a review of sites/pages most accessed, with academic pages having the most hits. The new site will go live soon.

The Active Directory (AD) is a new option for data storage with both an H and an S drive. The H (home) drive is a personal directory. The S (shared) drive is for sharing documents within a defined group. H & S drives are automatically backed up several times throughout the day, greatly reducing the amount of potentially lost work. Administrative Units now have both an S and an H drive. As machines are replaced, they will be configured to work with AD. Login x500 and passwords will be changed centrally. Jim is working with OIT to expand the amount of H/S space available for storage. Google docs will continue to be the best option for sharing documents outside of a defined group.

LeAnn Dean

Melisa Engleman has been hired as Instruction Coordinator. Faculty requests for instruction sessions have numbered between 10 and 15 a week so far this semester.

Special events planned for fall semester include: Constitution Celebration; Asking the Big Question with this year's theme being popular culture. The first discussion will be September 24 and will ask those attending to give their opinions about films they would categorize as "bad movies"; game night; and alumni networking for Homecoming—Kristi Tornquist, a UMM alum and now SDSU library director, has been invited participate.

Requested that the Learning Commons Task Force report be added to a future agenda. Copies of the May 2012 Task Force report were distributed.

Lisa Harris

To encourage recycling, the process of removing garbage cans from classrooms and public space continues. Matching, labeled receptacles have been placed in the hallways. Signs are being placed by the light switches in classrooms etc. indicating that there is a receptacle in the hall. There has been an increase in recycling of 15.55% to 15.63% (measure of pounds of recycle vs garbage) thus far in the calendar year.

The pad has been poured for the composting site and walls will be going up soon. Next week the process of mixing food, water, leaves and corncobs will begin. In August approximately 75#/day of post consumer waste was collected at Dining Services. Collection will soon begin at Higbies and TMC. A daily collection of 150 pound of post consumer waste is anticipated. Note that the pounds of post consumer waste have gone down since they stopped using trays. 150 pounds per day of compostable waste will result in an avoided expense \$643.00 per month.

Roger Boleman

Over the summer, Media Services completed classroom upgrades (projectors and/or computers) in Imholte, Humanities, Education and Science. The Tech fee funded some of this project. Media Services has been given an increased replacement allotment on a permanent basis which should provide funding to replace equipment on a 4-5 year cycle.

Recent productions included videos for: Prairie Yard and Garden; Department of Energy; Jacquie Johnson for the Regents; External Relations video booth for online use.

Statewide video streaming services for MNSCU and the U of M using Kultura, which will integrate directly with Moodle and replace Media Mill, is scheduled to rollout sometime mid October.

Mark Zaske has been hired as a Sr. Communication Technician. Mark provides venue setup and backup support for Ramsay Bohm.

Zak Ford requested that the Green Reinvestment revolving loan fund be added to the November meeting agenda.

Meeting adjourned at 9:00 a.m.

Respectfully submitted by Rose Murphy