Academic Support Services Committee   Campus Governance

3-26-2014

ASSC minutes 03/26/2014

Academic Support Services Committee

ASSC – March 26, 2014

Present: Sylke Boyd (Chair), Jim Hall, Joel Eisinger, Mike Cihak, Rose Murphy, Taylor Barker, Matt Johnson, LeAnn Dean

1. Minutes from February 5 meeting
    a. Boyd asked for corrections or amendments
    b. Eisinger motions to approve, Johnson seconds
    c. Motion carries.
2. Letter to Dean Finzel concerning Briggs Library Request
    a. Brought up by Boyd, would be sent to VCAA and the Finance Committee upon ASSC vote
    b. LeAnn discussed letter with Finzel, who is fine and ready for it. VCAA believes that the more documentation there is, the better.
    c. Murphy asks if VCAA has known about the letter for a while, LeAnn says he has, but having it prepared will still be helpful.
    d. Boyd asked if there are any amendments, Jim Hall asks for formatting corrections and if things are categorized correctly. LeAnn says a space needs to be taken out. Murphy believes the letter was very well written.
    e. Barker moves to approve, Eisinger seconds.
    f. Motion carries.
3. Cihak clarified that "Media Services" is no longer the correct title, please use "Office of Instructional and Media Technologies" for consistency.
4. Disability Services Report
    a. Boyd sent a request to Membership Committee to make Nancy's title a permanent ex officio spot.
        i. Hall asks if Campus Assembly would be responsible for approving the change. LeAnn says that it would be the Steering Committee's prerogative to do it, and it should be pretty straightforward.
    b. It was mentioned that Nancy Cheeseman will be leaving soon, not sure when her replacement position will be posted.
    c. Nancy didn't have any agenda items, except to point out that Disability Services should be consistently represented. She has worked very hard to make her office a visible part of campus dialog, but this needs to be kept up.
    d. The four task-specific groups have drafted a set of changes for legal compliance, and it will be brought to ASSC by September.
5. Briggs Library Report
    a. Since the last ASSC meeting, the new automation system has been implemented and experienced some glitches. Briggs asks for patience and

any opinions on how to improve the system. Triaging the system's weaknesses is a work in progress.

b. The most recent "Asking the Big Questions" was a hit, next topic will be about genetics.

    i. Hall asked if there will be a schedule for future forums. He also noted that a session about Google Glass-esque technology would be rich, LeAnn says there should be more discussion about this idea with Peter Bremer.

c. Briggs Library Associates meeting coming up

    i. Enhancement Grants have some strong applications so far, will be decided by the Board this Friday

d. William Straub recently got his master's degree, will be leaving Morris for a digital archiving position at Saint John's University. The process of searching for his replacement will begin soon.

    i. Archives has a lot of stuff, always treasured and looking for more

e. Prairie Gate Literary Festival is coming up, Briggs Library will host

6. Office of Instructional and Media Technologies Report

a. IMT's submissions to Technology Fee went very well. They had nine proposals individually, and collaborated on four or five others.

    i. Both projectors for HFA were approved.

b. IMT had a lot of classroom infrastructure projects as part of their Technology Fee submissions.

    i. Cihak believes that ASSC should address the question of whether the University, as a whole, should have a centralized budget for this sort of work. The Technology Fee is supported by student dollars.

    ii. It was suggested that this should be explored with Dean Finzel, who is currently struggling with the issue.

    iii. Hall expressed strong interest in being a part of the discussion and asked if we are effectively using and planning for technology needs. Our plant for going after new technology has been very reactionary, more of a strategic vision is needed. Hall notes that this question has been brought up since 2010-11.

    iv. Cihak remarks that the Technology Fee allocation process is basically a popularity contest, and that students are drawn to what sounds/looks cool. He will be visiting UMTC in April, and promises to do explore what structural opportunities are out there. This will include a meeting with the Provost.

        1. Does UMTC do things differently? Hall notes that UMM's Technology Fee is a subset of the Campus Fee, and that

we're the only satellite where hearings happen in this way. Other campus' have an IT chief making the decisions.

2. ASSC could be a major contributor to this process.

v. Cihak also points out that more consistency in the process would be helpful, since fees are coming right out of student pocket, which is made possible by debt that students take on.

vi. Hall remarks that, since Technology Fee's birth, multiple task forces have been commissioned dedicated to evaluating its structure. In spite of this, no strategic vision has been adopted, and money is simply thrown around. In the time since Technology Fee's beginning, there has been an increasing amount of integration, and the uses for Technology have dramatically changed. Hall points out that part of Technology Fee's initial charge was to finance ResNet.

vii. LeAnn went to Chancellor Dave Johnson in an attempt to get financing for databases, that conversation morphed into the creation of Technology Fee. That conversation morphed into what students want and need, as opposed to infrastructure.

viii. Cihak has a major initiative for video integration in the pipeline, but it would cost $160k. Unfortunately, Cihak can't envision any other way of making it happen.

ix. Last year, Hall requested some matching funding for wireless upgrades, which was subsequently shot down by MCSA. In MCSA's presentation to the Chancellor, various notes stated that these proposals are for infrastructure, and that they don't qualify. The Chancellor sent her own notes back disagreeing with that opinion.

x. It was clarified that student input should be welcome, but consistency is a real problem. The only real way to fix it would involve a major shift in how the campus finance structure is set up, and that this might have to involve some changes in student involvement.

xi. By moving strategic needs to a University wide structure, the Technology Fee could be lessened to some extent, and used strictly for innovative projects (i.e. ORL, Office of Sustainability's 2014-15 proposals).

xii. The Fee's workings haven't kept up with the times.

xiii. Departments need to know what they'll have to work with technology wise when planning budgetary priorities.

xiv. Cihak points out that the software UMM is using has moved to a subscription basis, but he predicts that things will revert to licenses.

He believes that the focus should be on categorizing the types of proposals made – lumping major infrastructure investments together with small potatoes like laser pointers creates problems.

xv. LeAnn notes that students deserve credit for raising the fee in the first place, as well as the ethics of the process. She believes that students should continue to have a say in that determination.

xvi. Cihak clarifies that his comments about a popularity contest weren't based on the individual standing before MCSA, only their proposal.

xvii. Student-oriented governance is a keystone of how UMM works, but assets needed for teaching have gotten lost in the shuffle.

xviii. Cihak remarks that technology has progressed in both price and efficiency. He points out that one of IMT's major challenges is the presentation of video. VHS is dead, DVD is dying, and there are serious concerns with supporting this shift. There are few vendors, and problems with copyrights, as well as the lack of central logins and digitization hamper IMT's role in academic support. How can we footage over platforms like Moodle? Cihak also remarks that this isn't a new ground; rather, it has been tackled repeatedly.

c. Cihak's former job as senior media resources producer will be posted in April. There will be academic and accessibility components written in.

d. Cihak has an upcoming meeting about Kaltura, Minnesota's media management system. Our contract will be renewed by November, and some things will be stripped to reduce cost. This will be the new place for video hosting.

7. Computing Services Report

a. OIT announced new web content management system called Drupal, but it isn't ready for sites beyond UMTC. There are some design details that need to be worked out by University Relations.

i. Still looking to move forward with Drupal, but those who would like to maintain on their own still can. Otherwise, the department(s) can coordinate with Computing Services. The formatting/branding and your page must be consistent, but you can still add your own content. It can be edited in a similar way to Microsoft Word, but in your browser.

ii. Implementation at UMTC has been 1.5 years to date.

b. Wireless networking – OIT was supposed to be here last week, but weather delays pushed activation of newly installed access points to the day of/after the meeting.

      i. HFA is the next target for the upgrades, but its infrastructure is very challenging.

      ii. The Science Building (where the upgrades most recently took place) has suspended ceilings, HFA has exposed. This makes running cable tricky. HFA also has a lot of history in its walls, and one doesn't want to mess that up.

     iii. Regional Fitness Center, Apartment Community Building, Gay Hall, Briggs, Student Center, and Camden Hall are next on the radar.

     iv. Computing Services is watching its budget extremely carefully. Some entities such as the Office of Residential Life and the Regional Fitness Center are paying for the equipment on their own, but the overall project budget is still being tapped for labor.

c. Hall sent an email about M-Key, which is being replaced by Duo. This is mainly applicable to users of PeopleSoft.

      i. Issue was being forced because email notification was unremarkable.

      ii. Duo is much cheaper and has an app for personal smartphones. Otherwise, one can have a call placed with their desk phone or can request keypad.

     iii. Why use personal smartphones for work? Hall points out that this is the new trend across University and industry as a whole.

     iv. Duo available starting in late May

d. Hall sent another email about University retiring UThink blogs.

      i. blog.lib.umn.edu is the current place, and notifications to their users are forthcoming. UThink will be retired at the end of 2014, and their replacements will include Google apps.

e. Some software updates to VPN are forthcoming. If one has a PC that's already on Active Directory, it will happen automatically. If not, talk to Ramsay Bohm. A plan for working with iMacs hasn't been figured out yet.

f. Barker asked what was happening with the student technology focus groups.

      i. OIT was bringing in consultants to survey entire UofM system, with separate work groups for faculty, staff, and students. Numerous volunteers stepped forward, but the Snowmageddon caused cancellations.

      ii. There will be a visit from OIT at in late-April, and invitations will be sent within the next couple of days.

8. New business?

a. How should we proceed with the Technology Fee issue? It should be first presented to the Finance Committee, ASSC should start laying the groundwork for their approval. This will be a slow process, and the political ramifications are huge.

b. Boyd remarks that the current structure is unsustainable, since there isn't a dependable source for classroom infrastructure.

c. Cihak points out that, three years ago, Roger Boleman worked with Bart Finzel to bump up IMT's budget for equipment maintenance by $5k.

   i. Cihak was asked if it would it make sense for IMT's budget to be expanded in this way? He replied that there are other assets than the ones IMT is responsible for; all that matters is having a central pot.

   ii. Planning for the purchased equipment's lifespan, and being ready for its failure is important.

d. Hall noted that $62.50 of the Morris Campus Fee is used for technology. The remaining $7.50 is used for infrastructure replacement.

e. This year, Technology Fee has supplied funding for air dryers, water fountains, and chemistry software.

f. Hall points out that our technology funding is very decentralized, and we're unique in that way from other Universities.

   i. For instance, other colleges have a central pot for computing replacements, which isn't the case at UMM. Almost every department has spare computers tucked away that aren't available to the general pool, and aren't getting any use by the full University community.

   ii. Because of the lack of a "deep shelf concept," there isn't any central purchasing, causing the purchased computers to lack certain key configurations. This magnifies the problems that the Help Desk faces in fixing the computers, and Computing Services has with ensuring encryption.

g. Boyd believes this should be discussed at next meeting, and that the committee should narrow down this down to an addressable topic.

9. Meeting adjourned.