

University of Minnesota Morris Digital Well
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Academic Support Services Committee

Campus Governance

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ASSC minutes 09/26/2011

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Academic Support Services Committee
September 26, 2011
4:00 to 5:00 pm
McGinnis Room

Present: Rose Murphy, Sylke Boyd, Joe Beaver, Zac Forde, Ellis Valentiner, Jim Hall, LeAnn Dean, Roger Boleman and Tracy Otten

Unable to attend: Lisa Harris and Matt Johnson

I. Introductions:

Our first meeting of the semester began with introductions. There are quite a number of new members this year so the committee's charge and member make up was discussed.

II. Minutes:

The minutes from the May 6, 2011 meeting were approved as submitted.

III. Director's Updates:

Computing Services / Jim Hall:

- The network upgrades were not done over summer break as expected but should begin in October and be completed by February or March. Upgrades will result in a better signal across campus, increased internet connection speed and fewer bottlenecks. No disruption to campus is expected during the upgrade.
- They have begun introducing Active Directory. This is a multiphase project that has started with Windows based users (staff then faculty), and will then proceed to Mac users. They are working on setting a time line for the process.
- Zimride, a ride-sharing program has been implemented. Supported through Tech Fee funds, this is a green initiative that simplifies carpooling and also lowers traffic on the student list serve.
- OIT has moved up the date for the www migration to the new server to Oct. 31st. This includes some personal and departmental sites. A content management system, UMContent, will allow individuals or disciplines that manage their own sites to continue to do so.
- An OIT maintenance outage will take place system-wide on Oct. 1st.

Briggs Library / LeAnn Dean:

- Learning Commons Task Force – the committee has been meeting and LeAnn will keep us posted as things develop. She explained that they are looking at ways to provide better, more effective service to students. She anticipates soliciting input from a variety of sources in this process including ASSC, the Writing Room and MCSA. They also plan to survey the student body.
- Personal Librarian – Students were assigned their very own librarian, each of which will hold informal events for their students to increase awareness of library resources, upgrades, databases, etc.
- Program Review- LeAnn expressed the desire for the review of programs to include a section of information related to the kinds of support programs receive from the library, IT, Instructional and Media Technology services.

- Trek, an afterschool literacy program for elementary students, is once again underway this fall. Heather James is coordinating the program this year.
- Zine Machine -- cosponsored by the library and students through Tech Fee. This new machine sells zines.
- UMM Digital Well -- The library is coordinating the development of a new institutional repository of campus governance and administrative documents, as well as faculty scholarship. The collection will allow easy, searchable access to the information.
- Lots of other events happening in the near future – the Briggs Library Associates Book Sale, Asking the Big Questions, Banned Books reading, and many more!

Instructional and Media Technologies / Roger Boleman:

- Classroom instructional equipment replacement – Roger reminded the committee of his replacement proposal completed last spring and forwarded to CRPC, the administration and RAR. Through the contributions of Tech Fee he has been able to stay on track with funding the proposed schedule of upgrades, however this is not a long-term funding solution. The committee expressed concern regarding the lack of dedicated funding.
- Video archive backup system –
- Staffing concerns – Roger explained the need for two permanent hires to solidify one temporary position and replace one upcoming retirement. These 2 specialized positions are pending approval from the administration. Timing is of concern to avoid interruption of services and the hope is that these positions will be approved in the near future.
- Weekly information sessions will be provided for students, staff and faculty in October through the collaborative efforts of the library, computing services and IMT.
- Software – efforts are underway for IMT to become more involved in the management of software information, such as keeping track of licenses, etc. Previously the disciplines and divisions have done so but to varying degrees. The inconsistencies in record keeping have been problematic and could be a compliance issue. A more centralized approach would provide better organization of this information and could also result in cost savings for programs with multiple users.

The meeting adjourned at 5 pm. We will meet again Oct. 31 at 4pm in the McGinnis Room, Briggs Library.

Respectfully submitted by Tracy Otten