

MU Information Technology (IT) Committee

End-of-Year Summary Report – June 2015

This report serves as a summary of MU Information Technology Committee (ITC) activities for 2014 - 2015. The charge to this standing committee is to *advise the Chancellor, Provost and Faculty Council on issues involving computer and information technology through oversight of those entities responsible for computer and IT services on the MU campus.*

Composition of IT Committee

The ITC is composed of 18 individuals, 14 of whom are voting members, who represent different constituencies within the MU community, and four of whom are non-voting *ex officio* members. Ten voting members (6 faculty, 1 staff and 3 administration) serve three-year terms and four (2 Missouri Students Association (MSA) and 2 Graduate Professional Council (GPC) representatives) serve two-year terms (see following paragraph). One person, GeJuan Cochran, provides support to the committee. Go to <http://committees.missouri.edu/mu-information-technology/members.php> for a list of committee members.

At the request of Chancellor Loftin, student representation on the ITC was increased this academic year from one undergraduate member representing the MSA and one graduate member representing the GPC to two representatives from each organization. The intent for this academic year was to have one representative from each organization serve a one-year term and one serve a two-year term. Both MSA representatives were seniors; two new appointments will be made in September 2015, with the same intent of having terms that expire at different times. Only one GPC representative was identified; the ITC will work with the GPC to ensure both positions are filled for 2015-2016.

Overview

The ITC met monthly during the academic year (September through May). To welcome new members and assist all members in making informed decisions throughout the year, an MU ITC 2014/2015 Informational Sheet was distributed in late August. It provided background information on:

- Charge to the Committee, which is a standing committee within the MU Office of the Chancellor.
- Membership – six of 12 voting members must be present for a quorum (voting membership was later increased to 13, with one position remaining vacant for the year).
- Meetings – monthly during academic year but can be convened during summer months as needed.
- Information Technology Fee (ITF) – set annually by the Board of Curators:
 - The Chancellor has delegated responsibility for the ITF fund to the Division of Information Technology (DoIT); and
 - The MU IT Committee has the responsibility of making budget recommendations to the Provost for ITF funding priorities, after working with the campus to evaluate needs and assess strategic opportunities that advance the use of technology in student instructional/research activities.
- ITF budget – four components:
 - Centrally scheduled classrooms and computer labs;
 - IT infrastructure;
 - Permanent allocations to specific campus entities to direct funding in support of student computing; and
 - Set asides – support for departmental student computing resources.

- Technology Evaluation Subcommittee – a standing subcommittee to vet and provide recommendations to the MU IT Committee and the campus in general on teaching and learning tools and technologies.
- Interdisciplinary Innovations Fund (IIF) – provides seed money for student-centered, interdisciplinary projects that demonstrate MU's leadership in using IT to develop innovative approaches to teaching, research and services, with a maximum amount for each award is \$25,000 (<http://committees.missouri.edu/mu-information-technology/call-for-proposals.php>).

Summary of Accomplishments

September

- MSA appointed two students to the ITC; both attended the September meeting.
- Members voted to fund a three-month pilot of Turnitin, a plagiarism protection software, from reserve funds.

October

- Members voted to fund Casper Suite, a tool to make it easier for IT staff to manage/update Macintosh devices for one year with the understanding that a cost-sharing model be developed.
- The GPC has appointed one representative to serve on the ITC; however, the representative did not attend.

November

- Members voted to fund three of 14 Interdisciplinary Innovations Fund (IIF) proposals:
 - MU Research: Bring Big Data to Effective Communication (\$24,850)
 - 3D Printing Technologies on Campus (\$11,915)
 - Electromyography Glass Control (\$15,900)
- Consideration will be given to funding three additional proposals totaling \$68,797 if revisions are made.

December (meeting chaired by Ann Riley in absence of Chair (Jeannette Jackson-Thompson))

- Three motions were made and seconded:
 - To approve a recommendation for one-time funding of \$456,000 to the Academic Support Center (ASC) (\$376,000 to put computers, instructor tables and other needed equipment into 30 rooms in Strickland Hall and 17 in Middlebush Hall; \$80,000 to upgrade eight auditoria).
 - To approve a recommendation for one-time funding out of reserves to expand wireless capacity in large auditoria.
 - To approve funding for two of three revised IIF proposals:
 - Mizzou Unmanned Systems Team (\$25,000)
 - SmartMScope (\$18,972)
- The above motions were subsequently approved by an email vote.
- Guidelines will be revised for 2015-2016 IIF proposals.

January

- Members voted to endorse the Technology Evaluation Subcommittee's Learning Management System (LMS) recommendation contained in a report distributed to the ITC prior to its January meeting.

February

- Members voted to approve one-time funding for a summer and fall LMS pilot of Instructure Canvas at a cost of \$75,496 for the two pilots. Funding will come from reserves.
- Members voted to approve ongoing funding for a Technology Resource Coordinator to support MU CONNECT from one-time funds for the remainder of FY15 and for ongoing

funding starting in FY16.

March

- CIO Gary Allen gave an update on Cyber Infrastructure Day held 3 March 2015 in the Life Sciences Center's Monsanto Auditorium. Jim Bottum, Vice Provost and CIO for Computing and Information Technology at Clemson University.

April

- A motion was made and seconded to approve the FY16 ITF budget. Since a quorum was not present, members voted by email and approved the budget. If all projections are accurate, there will be a budget surplus of about \$136,309 at the end of the budget period.

May

- Final reports for the five 2013-2014 IIF projects were submitted to the ITC prior to the meeting.
 - **Access Missouri Project** (\$25,000)
 - Final report shows \$396 in unused funds. This will be applied to future staffing costs as the project is continuing.
 - **Digital Indigenous Studies** (\$24,912)
 - Carrying forward \$1,974 to help defray the cost of Skype sessions and visiting lecturers and \$2,870 for a graduate research assistant to transcribe and edit Skype sessions for publication.
 - **iSTUDIO** (\$24,880)
 - Final report shows \$9,791 in unused funds. An updated budget showing that the funds will be used for hardware and graduate student was submitted.
 - **Integrating Wellness into Trauma Treatment** (\$27,822)
 - Final report shows \$2,304 in unused funds. Unused funds will be used to continue data collection throughout the fall.
 - **Vetusta Monumenta** (\$12,145)
 - They are not done with the project and a September 30, 2015 extension was granted. They submitted final report and will file an amended final report at the end of the extension.
- Members discussed the importance and impact of IIF projects and agreed that more emphasis should be placed on publicizing projects and on mentioning the source of funding.
 - Vetusta Monumenta project is creating a digital edition of a rare and valuable eighteenth-century print series held in Ellis Library. The University of Missouri has one of only four copies of this book in existence. ITC members agreed we should publicize the project and mention that thanks to students of the University of Missouri, the world has access to the books.
 - Marty Steffens suggested that an announcement about this project should be made through the library system. Ann Riley agreed that this could be done.
 - We should capitalize on the IIF by publicizing some of the outstanding projects to let others know how some of the IT Fees are being used.
 - Gary Allen suggested that Ann contact Ellen De Graffenreid's office about getting an article in Mizzou Weekly, Chancellor's Weekly Update or some other publication. Ann will talk to the Library communication person about Vetusta. Marty will draft a press release.
 - Access Missouri Project is another IIF project worthy of publicizing. This project allows access to information about the Missouri Legislature.
 - Thanks to students of the University of Missouri, we now have access to all kinds of archives about the legislature.
 - Gary Allen would be happy to make sure this gets to the right people in Marketing & Communications.

We need to point out that these projects are funded through the Interdisciplinary Innovations Fund (IIF) that comes from student IT Fees to help enhance their technology experience at the University.

- Following the April ITC meeting, members approved the FY16 budget by email voting. Keven Bailey reported that the budget has now been sent to Provost Stokes for final approval.
 - Jeannette Jackson-Thompson distributed draft revisions to the IIF “Call for Proposals” guidelines prior to the May meeting as promised at the April meeting. Some of the revisions:
 - Students need not be the primary presenters but should take an active role in the presentation process. It has often been faculty presenting and looking for funding for their projects.
 - Record presentations so that MU ITC members unable to attend live event can view later and have opportunity to ask questions by email. The ITC will need to work with Academic Support Center for recording. (Although videotaping is primarily for the benefit of reviewers, not presenters, students may be able to add recordings to their portfolios.)
 - In response to the time commitment for presentations, reviewers will rank proposals and invite 8 – 12 of the top-ranked applicants to present.
 - The order of funded projects has been changed to show most recent ones first.
 - Suggestion was made to list departments involved next to the project title.
 - None of the proposals are available online for general viewing. Ann Riley suggested that final project reports could be hosted in MOspace. GeJuan Cochran will work with Ann to get that set up.
- Jeannette will make more updates based on today’s discussion and send out to MU ITC for review. (A copy of the revised “Call for Proposals” has been posted on the University website.)

Challenges

Attendance at Meetings

- Having a quorum of voting members in attendance for every meeting has been a challenge. However, e-mail voting has worked well.
- Following the May meeting, the Chair created a spreadsheet showing attendance of voting and non-voting members, support staff and guests for the nine 2014-2015 ITC meetings. This will be distributed to members in June. A 2015-2016 spreadsheet will be created and updated following each meeting.

Student representation

- Two MSA representatives were appointed to the ITC for 2014-2015. Since both were seniors, both will serve a one-year term. The ITC Chair will discuss this issue with the MSA and stress the importance of having one 2015-2016 representative serve a two-year term for continuity.
- Only one GPC representative was appointed and that representative attended no meetings. A review of GPC by-laws revealed that failure to attend a number of consecutive meetings is grounds for dismissal. ITC members will contact graduate students and urge willing students to contact the GPC.

Thanks to ITC members

- The Chair would like to thank all the 2014-2015 ITC members, support staff and others in attendance for their support and their contributions to the success of the ITC. One member (Gary Allen) attended all nine meetings as did GeJuan Cochran

(support staff) and Kevin Bailey (guest). Four members (Ann Riley, Sharon Wood-Turley, Robert Tzou and Jeannette Jackson-Thompson) attended eight meetings as did one guest (Danna Vessell).

- On behalf of all ITC members, the Chair would like to thank the four members whose terms end 31 August 2015 for their efforts. They are: MSA representatives Sam Jones and McGarry Murray and faculty members Ann Riley and Marty Steffens.

Respectfully submitted by
Jeannette Jackson-Thompson, MSPH, PhD
2014-2015 Chair, MU Information Technology Committee

