To: Chancellor Alexander Cartwright and Interim Provost Jim Spain in care of Dr. Anna Ball, Faculty Fellow for Faculty Development

Attention: Michelle Marsden

Date: July 24, 2018

2017-2018 Annual Report Submitted by: Twyla Gibson, Chair

Committee: University of Missouri Chancellor’s Standing Committee on Information Technology (MU ITC)

Charge of the Committee: The charge of the 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 the IT Committee: The ITC comprises 18 representatives from different constituencies within the MU community. 14 are voting members, and four members are ex officio. Ten voting members (6 faculty, 1 staff, and 3 administration) serve three-year terms, which can be renewed. Four student representatives -- 2 from Missouri Students Association (MSA) and 2 from the Graduate Professional Council (GPC -- serve staggered two-year terms (see below). The Director of Distributed IT Division, the Director of Educational Technologies, and IT’s Director of Finance, Administration, and Human Resources staff the Committee; and an Executive Assistant provides valuable administrative support.

2017-2018 Committee members.

Chair: Twyla Gibson
Faculty: Bimal Balakrishnan, Edward Brent, Laurel Despins, Jeannette Jackson-Thompson, and Kevin Middleton
Staff: Farouk Aregbe
Administration: Heath Immel, Matthew Martens, and Hani Salim
MSA: Wesley Graviett, Brandon Splitter
GPC: Mary Decker, Okoye Nkemakonam
Ex Officio: Gary Allen, Greg Kelly, Ann Campion Riley, Jim Spain
Administrative Staff: Branden Hough, Nikki Witting, Danna Wren
Support: Lisa Boos

Number of Meetings: The MU ITC typically meets monthly during the academic year (August through May). In fall 2017, there was a staffing change in IT, and the first committee meeting was held in October. Meetings were held every month thereafter with the exception of February.
**Overview:** An MU ITC information sheet was distributed in late August to welcome IT Committee members and provide background information on the following:

- Charge to the Committee.
- Membership – 8 of 14 voting members must be present for a quorum.
- Information Technology Fee (ITF) – set annually by the Board of Curators.
- The Chancellor has delegated responsibility for the ITF to the Division of Information Technology (DoIT) under the auspices of Dr. Gary Allen, Vice President for Information Technology and Chief Information Officer.
- The MU IT Committee makes budget recommendations to the Chancellor, Provost, and Faculty Council for IT funding priorities after working with the campus to evaluate needs and assessing strategic opportunities that advance the use of technology in student instructional/research activities.
- The ITF budget has four components:
  1. Centrally scheduled classrooms and computer labs;
  2. IT infrastructure;
  3. Permanent allocations to specific campus entities to direct funding in support of student computing; and
  4. Set-asides – support for departmental student computing resources.
- Technology Evaluation Subcommittee (TESC) – a standing subcommittee to review and provide recommendations to the MU IT Committee on the acquisition of 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. The total budget for all awards has typically been $125,000 annually with a $25,000 maximum for each award.

**Summary of Activities**

- **Interdisciplinary Innovations Fund:** The committee reviewed several requests for extensions as well as final reports from previous grant recipients. The committee discussed offering the IIF for the 2017-2018 academic year. Given concerns over anticipated budget constraints, the Committee decided to invite Chancellor Cartwright to an upcoming meeting to seek his counsel.
- **Visit by Chancellor Cartwright:** The Committee welcomed Chancellor Cartwright at the January 29 meeting. There was a lively discussion concerning both current and anticipated Information Technology needs on campus. With respect to offering the IIF, Chancellor Cartwright stated that we need to be prepared to conserve those funds until enrollments increase. He stated that we will know more about enrollment and state funding in the Spring 2018 (Feb - March). In the meantime, he recommended a conservative approach to offering grant funding. As a result, funding for the IIF was suspended for 2018.
- **Panopto Licence:** The MU IT Committee voted electronically to recommend approving one-time funding for a 12-month license of Panopto lecture capture software based on
a request by the Technology Evaluation Subcommittee. The TESC had approved the adoption of Panopto as a replacement for the Tegrity lecture capture solution. Funding was requested so that both Panopto and Tegrity could be run concurrently through June of 2019 in order to review and migrate about 23,000 hours of recorded lectures.

- **Communication with Related Offices and Committees:** Members of the committee agreed that it would be beneficial to have stronger lines of communication with related committees as well as with Faculty Council and the Offices of the Chancellor and Provost. In addition to the Chancellor’s visit, in May of 2018, Dr. Tim Middelkoop, Director of Research Computing Support Services and head of the Cyberinfrastructure Council, was invited to give a talk on the activities of his groups.

- **Student Representation:** Ensuring that students have a strong voice on the committee has proven to be a challenge. In 2015-16, the Provost approved the Committee’s recommendation to increase student representation from one undergraduate from the MSA and one graduate student from the GPC to two representatives from each organization. In 2016-17, the Committee recommended that the term for student representatives be increased from one term to two year staggered terms to ensure more consistent student representation. Acting Chancellor, Dr. Hank Foley, approved. The Committee recruited a full complement of student representatives, each of whom agreed to serve two year terms. While the participation of some students has been exemplary, the attendance of others has been intermittent. This has created a problem with achieving a quorum, especially for budget meetings during times when classes are not in session. At the final meeting in June, several committee members suggested that the committee revisit having four student voting members and consider returning to two members with the other two appointed as alternates.

- **Budget:** The Committee voted to recommend approval of the budget for FY 2018-2019.

- **Network Support Funding:** the ITC met in June to discuss a late recurring budget request for the computing site at the Mizzou Athletic Training Complex/Academic labs. There were insufficient voting members present for a quorum and the request was not urgent, so the issue was deferred for consideration in fall 2018.

For 2018 - 2019

- **Network Support Funding:** The ITC should consider the funding request from Mizzou Athletics as well as a previous request that was delayed while an audit of existing services was conducted in 2016-2017. A related hold-over issue from 2016-2017 is a review of inconsistencies in access and opening hours of labs across campus to determine appropriate levels of funding.

- **Interdisciplinary Innovations Fund:** The ITC will need to consider whether to offer grants for 2018-2019. Several final reports from previous recipients were received in summer of 2018 and should be reviewed.

- **Charge of the Committee:** The MU IT Committee is scheduled for review by the Chancellor’s Standing Committee on Committees to assess whether the charge is aligned with the purview of the committee.