Report on January 17, 2008 ITPC meeting

- Technology committees. It was suggested that there be one phone number for people to express concerns or suggestions about instructional technology. Perhaps the person at the other end of the line would communicate the concern to the appropriate committee, or facilitate getting a response to a problem more directly. ACITAS is recognized as a clearinghouse for information about what's going on in technology, but it was noted that the committee has no power to implement anything and does not appear to communicate far beyond its own members. I pointed out that faculty and staff do not know what ITPC is, what it does, or why and how to approach it. Susan noted that three of the committees noted in our list report to ITPC. It was noted that some committees were not meant to have input from faculty and staff in general.

- Issues raised about departmental computing labs. Susan stated that AA cannot financially support them. I stated that we recommend that departments be able to get advice and support in planning and budgeting, especially for maintenance and staffing. Just how remains to be discussed. This URL concerning Service Level Agreements might be of interest to committee members. http://www.its.ipfw.edu/policies/sla/default.shtml

- I highlighted the needs of Biology for teaching stations in the labs; ILCS, Nursing, and VCD for designated technology support. There was general agreement that teaching stations in Biology was worthwhile, and that at $12K per station, Biology could not afford them. The committee discussed ILCS needs as being the realization that support for language learning need no longer be "place-based". There was general agreement that the institution should increase its support for VCD labs. However, this year, ITPC has decided to focus on funding a generally schedulable (not departmental) Macintosh teaching lab. It was suggested that next year's focus could be VCD. There was general agreement that there should be a designated technology support person for VCD. Just how to implement remains to be discussed.

- Communication of policies and procedures at all levels was highlighted as the main issue in much of the discussion. This was discussed in greatest detail with regard to software purchasing. For example, how does an individual faculty member or a department find out who else has a piece of software that the individual or dept wants to purchase? (Reasons why you want to know: are to aggregate licenses to save money, and to get feedback on how well the software works, how compatible it is with existing systems, and so on.) Bob K. showed where software purchasing procedures are outlined on the ITS web site. It was agreed that procedures need to be further developed and disseminated more effectively.

Bob K. also said that ITS is still considering making a comprehensive list of software applications owned by the various units; one difficulty is in getting units to divulge ownership, possibly for fear of outsiders viewing content on individual computers (?)


Susan suggested that the information funnel should include in it people who sit at the boundaries between certain parts of the organization to facilitate communication and coordination. I commented that to a certain extent ITCO includes those people. (Note: ITCO's functions will have to be articulated in terms faculty and staff can understand, then communicated.)
Need for Local Service Providers. There are some designated LSPs, as the inventory reveals. Some are unofficial, such as Robert Murray, who is invited to ITS meetings of LSPs anyway. There are numerous departments such as Nursing and many A & S depts which do not have designated LSPs. Marc Lipman commented that it is difficult to clump some depts together so that an LSP could be shared. He will look at the inventory organized by department to see if he can identify logical "clumps" to which an LSP could be assigned.

ITPC request of ITCO
- Define a software purchasing process and how to disseminate
- Work with Susan on defining the responsibilities of an LSP and how to set up new LSPs so that all units have representation
- Request for $3000 was approved, pending a more detailed proposal

2. Discuss requests; decide on the item we want to buy to include in the proposal
3. Ideas on TLT FAQ (see above report)
3. ITCO needs a web site if only to archive its proceedings. Link to ITPC
http://www.ipfw.edu/itpc/