

Information Services Committee Minutes for Thursday November 07, 2013

Present: Jamie Cavanaugh, Jenny Merlic, Al DeSalles, Simon Balm, Steve Hunt, Waleed Nasr, Walter Meyer, Maria Erickson, Sal Veas.

Meeting time: 11:15 AM to 12:30 PM

1. The Committee reviewed Minutes and approved 10/24/13 meeting minutes.
2. The Committee took advantage of the presence of Jenny Merlic by continuing its discussion of Smart Classroom assignment procedures. Though Georgia Lorenz was not able to attend, Jenny had spoken to Georgia on this topic just prior to the meeting. Jenny emphasized the complexity of assigning rooms mainly due to the large number of instructors, chairs, and administrators having to communicate carefully about a complicated set of guiding rules, individual Chairs' decisions, and the changing circumstances of individual instructors. The committee proposed various mitigating actions to Jenny, such as providing smart technology to every single classroom, or setting an administrative policy guiding chairs to base their assignment decisions on whether instructors are optimally using smart technology in a classroom. Jenny also proposed a "Plan B" where chairs could simply be encouraged to consider the smart technology capability of a classroom as a factor in scheduling classrooms. Committee members pressed the suggestion of making actual policy changes. Jenny also mentioned that a new scheduling tool being developed in ISIS could be structured so that it presents an opportunity for instructors to obtain smart classrooms by choosing other time slots for their classes.
3. Discussion moved to the topic of instructors who use course management platforms different from eCompanion, and whether such usage is tracked so that any reliable data on such practices exists. Jenny agreed to check with Georgia on some of the questions raised in this discussion as well as the discussion on smart classroom assignment.
4. A short discussion on peer faculty evaluation.
5. Discussion of agenda for next joint meeting with the Distance Ed Committee. A presentation by Ellen Cutler is to be on the agenda, and it was suggested that Ellen's presentation be the first item. Also suggested that the meeting be held in the loft, and Jamie to check with Emerita Felix on reserving the room.