

# MINUTES

## Faculty Senate Committee on Technology

5/6/2014

3:30pm – 5:00pm

Union room 226

Meeting called by Donald P Crawford

<b>Attendees:</b>	Don Crawford Teresa Hartman Brian Lindshield Harish Maringanti Nathan Nelson Diana Blake Steve Dandaneau	Michael Raine Ken Stafford Theo Stavropoulos Fran Willbrant Julie Foseberg Neil Erdwien
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<b>3:30pm – 3:35pm</b>	<b>Approval of minutes</b>  All	Minutes from April 15 2014 meeting  Approved
<b>3:35pm – 3:55pm</b>	<b>Communications and Marketing CMS</b>  Julie Foseberg / Neil Erdwien	Content Management System update  Three updates planned for CMS to be deployed May 27 - 28. First, a stylesheet-only change to improve the responsiveness of the design. Second, OmniUpdate has a new version available that revamps the user interface. Finally, a more complete redesign of pages that will have some visible changes. The good news is that #1 and #3 have no changes for publishers here – the pages will just change under the covers. The UI changes in #2 will affect publishers.  Committee voiced requests for better resources for creating and managing web forms, dynamic linking and easier navigation editing. Virtual/video training for CMS access should be considered.

<p><b>3:55pm – 4:10pm</b></p>	<p><b>Office 365 continued and advanced training</b></p> <p>Rebecca Gould</p>	<p>Currently discussed are the continued use of Yammer tips, planned user-group workshops, Wiki knowledge base articles, and training videos. Rebecca took suggestions for specific topics such as; sharing resources, accessing shared resources, use of filters, and how to use the search function effectively.</p>
<p><b>4:10pm – 4:25pm</b></p>	<p><b>Technology costs in grant proposals</b></p> <p>Ken Stafford / Fran Willbrant</p>	<p>Fran explained many costs are indirect for the purpose of grants, these costs are typically facilities and infrastructure costs. Often these indirect costs can not be uniquely earmarked in proposals. However, items or resources bought specifically for a grant should be considered.</p>
<p><b>4:25pm – 4:45pm</b></p>	<p><b>Old Business</b></p>	<p>Ken’s report to FacSen regarding access to email data.</p> <p>Diana Blake’s request for iSIS feedback. Nathan provided the following: Creating and viewing comments should be easy with a minimum number of mouse clicks. It would be best to have a “create comment” and “view comments” link next to the advisee name in the list of advisees. Why there are multiple drop-down boxes that need to be populated for each comment (communication type, topic, predefined message). These will slow down and encumber the process without adding any functionality (or only minimal functionality) When viewing comments it appears that one would need to click on a comment to see the full text of the comment, suggest that the list show the complete text of the comment. This would eliminate one more click in the process. Why comments cannot be edited or deleted. It seems that there could be some very valid reasons to delete a comment (i.e., someone accidentally makes a comment on the wrong student’s record). There are many other parts of academics where we can change students records (i.e., grades). Why not edit comments? Would it be possible to allow documents to be attached to a student record?</p>
<p><b>4:45pm – 5:00pm</b></p>	<p><b>New Business</b></p>	<p>Open discussion</p> <p>Ken discussed Iowa State University has reported a data breach of one of their systems that exposed a large amount of data of individuals who were enrolled in the university over the past 17-year period. Social Security numbers of approximately 30,000 people who enrolled in certain classes between 1995 and 2012 along with university ID numbers for nearly 19,000 additional people.</p>