ITCC Annual Report 2012-2013

For this and our monthly minutes, see:

http:// facultysenate.mst.edu/infortechnology/

The following issues have been dealt with by the ITCC in the current academic year:

1. **CIO Search.** The CIO search considered a large number of applications, the majority of which were qualified for the position. Of those, we selected semifinalists for WebEx interviews and finalists for on-campus interviews. Greg Smith was recommended in December, hired in January, and joined us in February.

2. **e-Learning Subcommittee.** The e-Learning Subcommittee had a change in leadership as Frank Liu stepped down to serve as Interim Chair of Computer Science and Jeff Schramm stepped in as the new Chair. The ITCC heard several presentations from EdTech, which is continually upgrading its capabilities, now including EdTech U on Tuesday afternoons, Assessment, faculty surveys, e-fellows, as well as the Teaching & Learning Technology Conference and other offerings. See particularly the April minutes for a detailed discussion.

3. **Vice-Chair Transition.** Frank Liu stepped down as Vice Chair of the ITCC and Thomas Vojta was elected the new ITCC Vice-Chair.

4. **Chair Transition.** Don Wunsch stepped down as Chair of the ITCC effective July 1, 2013. The new Chair will be elected in Fall 2013 and the Vice-Chair (Thomas Vojta) will serve if needed in the interim. He is also collecting suggestions for any desired changes in the ITCC meeting, venue, time, etc.

5. **Library Advisory Board.** Abhijit Gosavi was elected as the new ITCC Representative on the Library Advisory Board.

6. **ITCC Retreat.** The ITCC had planned a full-day retreat this year but the plan was cancelled and the March Open Forum was lengthened instead.

7. **Classroom Interruptions From Technology**

   The default setting for instructor stations had been 5 minutes. Instructors and students had complained. An instructor can reset the sleep function:

   http://itmst.edu/services/power-management/activate-power-management
so we’re only talking about default settings.  IT expressed willingness to follow the recommendation of the ITCC for this issue. After discussion, the ITCC unanimously recommended a default setting of 50 minutes.

A related point is that anybody using the black screen function should ensure that they remember to undo it afterwards, or it will waste power.

Another incident in the Spring caused a much longer (nine-minute) disruption in one class. The ITCC was briefed on the problem (a projector problem caused by remodeling) and IT’s work to prevent recurrence.

8. **Meetings Involving UM System IT.** The strategic plan has been a significant component of ITCC discussions with UM System. This was referenced in many ITCC meetings – see minutes. Other important issues have been insistence on changes to the email use policy unveiled this year (BPM-911), which was not properly vetted; briefing on changes to the Faculty Accomplishment System, upgrades to records management affecting the library, and rolling out of the e-recruit system for new hires.

9. **Research Computing Subcommittee.** Dell hosted a second Research Support conference at Missouri S&T and attendance was strong. It is hoped to make this an annual event each Fall. The ITCC Research Computing Subcommittee has had discussions both in and out of ITCC meetings about various aspects of research support. IT is investigating enhanced visualization in support of research and has demonstrated some tools and capabilities. See particularly the April minutes for a detailed discussion.

10. **Open Forum**
The ITCC continued its tradition of doing the Open Forum annually in conjunction with the Teaching and Learning Technology Conference that meets on campus in March. The Open Forum this year included detailed explanations of e-Learning and intellectual property, enhancements to the faculty web page system based on feedback, a demo of tablet computers, overview of the IT budget, research computing, and a review of Residential Pricing model discussions from the January ITCC meeting.

11. **Computer Security Subcommittee**
Missouri University of Science and Technology experienced a significant increase in spearphishing attacks last year, particularly during Fall 2012. This resulted in disruptions to email service, many of which were egregious and mission-endangering. The ITCC discussed this at length in multiple meetings and has recommended several improvements including best practices in preventing spam from emerging from this campus, improved (and mandatory) training, and increasing the frequency of mandatory password updates from the previous default (which was never). Everyone should ensure that they are using strong passwords. The training is most likely to be developed here because of the limitations of training products available for purchase. This will take some time but it is worthwhile. It is important to have something of high quality to avoid the pacifier effect.
Later in the year, the new CIO provided a presentation on steps being taken to correct unacceptable weaknesses. Filtering of email by Postini is also an important issue. Everyone should check Postini periodically for mistakenly screened emails. If you want to recommend an entire domain as safe, contact Karl Lutzen. Using emails with certificates is a useful tool. Another highly useful tool is Password Safe, to keep track of many passwords and avoid the unsafe practice of password re-use. Password Safe is free on this campus.

The ITCC also has requested that Missouri University of Science and Technology expand its Cybersecurity-related certificate programs, obtain an on-campus Secure Classified Facility, security clearances of key personnel, faculty slots for computer security, IT positions for computer security, student support including jobs and ongoing and entering Scholarships for Cybersecurity, putting on our own short courses, asynchronous learning, distance learning, and REU Centers in Cybersecurity-related issues.

12. Misc

Wireless upgrades were rolled out, construction resulted in relocation of some of IT staff, an IT Satisfaction Survey was conducted, new personnel were introduced at various times. Documentum will be replaced with Dspace, which will also be capable of other document management. Upgrades and improvements to the Faculty Accomplishment system were discussed and a system-level presentation was provided during the Open Forum. A budget review and institutional comparison was presented to the ITCC at the Open Forum. We were also informed at the Open Forum that the Desktop Enhancement cycle was changed to four years from three. This had been done in the previous year when all departments were asked to recommend cost-cutting measures and this had been one of the recommendations from IT. The same has been a potential issue this year (with all units being asked to plan cuts of 2%, 3.5%, or 5%) and the ITCC was told that if cuts come, new projects would get cut first, possible staff development next, and student FTE’s last. A report was also provided on the CIOs’ conference and future of IT in universities. The question was raised by the IT EdTech group as to whether and/or to what extent to phase out Blackboard in favor of alternatives. The use of Cloud Computing was discussed, in general as well as a potential alternative to some of the CLC’s.


The Web presence was improved last year by the creation of automated faculty web pages, with individualized editing capabilities, but web page creation on our campus is still a problem, partially due to policy and partially due to lack of support. Some support
currently exists for those with the ability to pay but the CIO would like to build up to a higher capability.

14. **The first meeting of the next academic year will be announced after the Fall semester has begun.** The agenda will include election of new officers and Scheduling of Upcoming Meetings, and most likely updates on several of the issues featured in this report.

Motions are summarized on the following page.
**Motions listed by month** (excluding those to approve minutes or to adjust dates or agendas of meetings). All were passed unanimously unless otherwise indicated.

**August**
The ITCC Recommends a default power setting for instructional machines of 50 minutes.

**November**
The ITCC insists that filtering of outbound spam begin ASAP, and requests a report on this at the next meeting or sooner.

**January**
Computer Security is a strategic resource for this campus and a locally-based strength for the whole UM System. The current strategic planning process should consider enhancing computer security resources located at Missouri S&T to be responsive to needs of the whole system as well as supporting computer security research and data management.

**February**
The ITCC would like to express its gratitude and commend Frank Liu for lengthy service as Vice Chair of ITCC and Chair of the ITCC e-Learning Subcommittee.

It is very important to create compatibility between the Dspace system and whatever will replace the Faculty Accomplishment System. The ITCC requests a briefing on this.

Mandatory Computer Security Awareness training is needed. Some optimal period for password changing needs to be determined.

**March**
The ITCC recommends that IT investigate version control system management as a core service using (for instance) GIT.