

Technology Advisory Group

Established in 2010 by Jeremy Sepinsky and Kristen Yarmey, after consultation with Rob Waldeck (then Faculty Senate president) and with the Senate as a whole (at the May 2010 Senate meeting).

Membership

When we first established TAG, we sought recommendations for representatives from the Senate and received only one. Since then, we've been essentially recruiting members based on their interest and willingness to work on campus technology issues, with a goal of at least 2 representatives from each college. We also invited staff participants in order to facilitate conversation across divisions and departments. Current members are:

CAS:

1. Dr. Timothy Cannon, Psychology/Neuroscience
2. Dr. Dave Dzurec, History
3. Prof. Tara Fay, Biology
4. Dr. Jeremy Sepinsky, Physics

PCPS:

5. Dr. Teresa Conte, Nursing
6. Dr. Paul Cutrufello, Exercise Science and Sport
7. Prof. Sandy Pesavento, Education
8. Dr. Kevin Wilkerson, Counseling and Human Services

KSOM:

9. Dr. Kim Daniloski, Management/Marketing
10. Dr. Kathleen M. Iacocca, Operations and Information Management

LIBRARY:

11. Prof. Kristen Yarmey

STAFF:

12. James Franceschelli, Director of IT Services (IR)
13. Eugeniu Grigorescu, Director, CTLE (Academic Affairs)
14. Lori Nidoh, Director of Marketing, Public Relations (PR)
15. Anne Marie Stamford, Assistant Provost for Operations (Academic Affairs)

Administration and Reporting

We meet approximately 3 times per semester, but frequently communicate by email between meetings.

Meeting notes are posted on our website, as are updates, notifications, and requests for feedback.

The TAG website (<http://uofstechadvisory.wordpress.com>) is publicly available (though not indexed by search engines), and we have welcomed comments from faculty and staff. The URL for the TAG website has been shared multiple times with the Faculty Senate. We're about to move the site to a new home and URL, <http://blogs.scranton.edu/TAG>.

Each semester we have checked in with Jack Beidler, chair of the Academic Support Committee.

Goals

Our original mission (2010) was relatively broad:

The University of Scranton Technology Advisory Group, a subcommittee of the Faculty Senate's Academic Support committee, is composed of individuals interested in the advancement, promotion, and propagation of educationally appropriate technology. We aim to be a conduit which facilitates communication and compromise between faculty needs and the capabilities of our infrastructure. We intend to make recommendations and investigate solutions to technology issues facing our faculty. We will explore up-and-coming technology products, evaluate those products in their usefulness to our faculty, and strive to place our university at the cutting edge of capability and productivity. We will solicit feedback from faculty and address as many individual needs as possible. Please feel free to contact us with any university technology concerns you may have.

In practice, most of our work has focused on communication and providing faculty input on technology decisions. We have also ended up serving as mediators for faculty complaints about IT Services.

We drafted some guidelines regarding faculty feedback and communication about technology issues (December 2010):

The Technology Advisory Group (TAG) exists to facilitate dialog between the University faculty and any administrative bodies responsible for technology resources on campus. TAG's efforts focus on the technology that faculty use regularly to fulfill their responsibilities for teaching, research, and service, as well as any emergent technology that faculty may use in the future. In order for TAG to engage effectively in communication about technology on campus, it is of substantial import that

- a faculty member, recommended by TAG, serve on any committee or task force that is responsible for either evaluating new products or services and/or recommending updates to existing technology that will affect University faculty; that

- said faculty member share information with the rest of TAG in regards to the discussions held and recommendations made by that committee; and that
- TAG share this information with the rest of the University faculty in a responsible, transparent, concise, and understandable way.

In order to successfully meet these shared expectations, the faculty member recommended by TAG to serve on such a committee must

- be reasonably knowledgeable about the areas of technology under discussion;
- be familiar with faculty needs related to the areas of technology under discussion;
- be open minded and willing to learn new methods and software; and
- be able to provide feedback to the committee in an efficient and timely manner so as not to delay committee recommendations.

Meeting these criteria will enable the Technology Advisory Group to function at its full potential, moving The University of Scranton toward a new level of collaborative decision-making and fostering a culture of transparency, productivity, and institutional effectiveness.

Representation on other University Committees and Work Groups

The Information Resources division has invited TAG to send representatives to several committees and work groups. To date, Jeremy and I have asked for volunteers from the TAG membership or sought recommendations from TAG members for other faculty members who might be interested and willing to take on additional service. We have asked that all representatives report back to TAG so that we can document and disseminate information to the rest of the faculty.

1. Information Resources Advisory Committee (IRAC)
 - Advisory group to the Vice President for Planning and Chief Information Officer (CIO)
 - TAG members Paul Cutrufello (PCPS) and Kevin Wilkerson (PCPS) have been attending meetings and reporting back to TAG on issues relevant to faculty.
2. Information Management Advisory Committee (IMAC)
 - Group tasked with managing the University's information assets, led by Robyn Dickinson (IR) and Helen Stager (Registrar).
 - Robyn keeps TAG in the loop on the semester's agenda, and we send someone from TAG, usually Jeremy Sepinsky (CAS) or Kristen Yarmey (Library), if an issue relevant to faculty is going to be discussed.
 - University Archivist Michael Knies (Library) is also a sitting member of the committee.
 - Through IMAC TAG gives early (not decisive) faculty input on University policies and guidelines, such as the Incidental Use Policy, Privacy & Confidentiality Policy, Cloud Computing Guidelines, and (currently) Remote Access Guidelines.
3. Code of Responsible Computing Committee

- University-wide committee tasked with drafting an update to the Code of Responsible Computing.
 - Co-chaired by Jim Franceschelli (IR) and Dave Dzurec (CAS).
 - Faculty representatives (appointed by the Faculty Senate) are Wesley Wang (KSOM), Bob Spinelli (PCPS).
4. Learning Management System (LMS) Work Group
- Cross-divisional group, led by Connie Wisdo (IR), that is tasked with researching and recommending a Learning Management System (e.g., Angel) for University-wide implementation.
 - IR asked TAG for help in identifying 5-6 faculty members to serve on the Work Group.
 - TAG sought input from the Senate on membership with little response (see agenda and minutes from 2011-11-11 Senate meeting).
 - Faculty members who volunteered to serve were TAG members Teresa Conte (PCPS) and Tara Fay (CAS), along with Maureen Carroll (CAS), Julie Nastasi (PCPS), Wesley Wang (KSOM), Keith Yurgosky (CAS, part-time).
 - This Work Group is still in place, but has not been very active this year after submitting their final report in May.
5. Mobile Apps Work Group
- Led by Connie Wisdo (IR)
 - Faculty members are Kristen Yarmey (Library), Ben Bishop (CAS), and Andy Berger (CAS), though Andy has not been an active participant.

Informal Pilots and TAG Teams

TAG is frequently involved in testing out or discussing new technology on campus. We work on internal (TAG-led) teams as well as working with IR teams. Some of our current pilot projects and discussion groups:

6. Lecture capture pilot
- IT Staff members are testing a University implementation of lecture capture in two Loyola Science Center classrooms.
 - Faculty members Jeremy Sepinsky (CAS) and Tara Fay (CAS) have been testing the technology in their classes.
7. Luminis Feedback Group
- We're upgrading to a new version of portal software, so IR asked for feedback on the my.scranton portal and what we'd want a new portal to look like.
 - TAG sought volunteers for this project with no success.
 - Faculty members Kristen Yarmey (Library) and Ileana Szymanski (Philosophy) will work with Joe Casabona (IR) to draft a possible Faculty Tab based on informal input. Once we have a mockup to show, will seek broader faculty input from the Senate.
8. Viewfinity pilot
- IT Services will be rolling out new faculty computers with Windows 7 and Viewfinity.

- Faculty member Kristen Yarmey (Library) has been testing Viewfinity's automatic privilege elevation before this tool is rolled out to other faculty members.
9. Website Maintenance Proposal Group:
- This internal TAG team is drafting a proposal for an effective way to keep departmental websites up to date without requiring significant time investment from faculty members.
 - TAG members Jeremy Sepinsky (CAS), Kevin Wilkerson (PCPS), Sandy Pesavento (PCPS), Teresa Conte (PCPS), and Kathleen Iacocca (KSOM) have been working on this project.
10. Computerized Testing:
- TAG members Teresa Conte (PCPS) and Sandy Pesavento (PCPS) are meeting with IR and CTLE staff to identify options for computerized testing.
11. Blackboard Server and LMS Course Retention
- Connie Wisdo (IR) has asked for TAG to gather any faculty concerns/feedback relating to old course content, remaining on the old Blackboard server, in order to determine whether IR can safely delete that content. Ideally, this discussion will also lead to agreed-upon policy/guidelines on how long course content should be kept in the future.
 - We will seek a TAG member for this project in February 2013.
12. FERPA Guidelines and Cloud Computing Tools
- IR reached out to TAG during the development of the existing Cloud Computing Guidelines to raise faculty awareness about the privacy concerns involved in using third-party cloud computing tools in the classroom. Kristen Yarmey (Library) has had some preliminary discussions with IR and the new Information Security Manager.
 - We will seek a TAG member to continue this project in February 2013.

Other Discussion Points

TAG has also engaged IR, Academic Affairs, and PR in discussions relating to:

- CTLE Technology Liaison
- IT Tactical Plan, yearly Roadmaps
- Academic Technology Plan
- Classroom mediation
- Faculty directory listings
- Network issues
- Loyola Science Center classrooms
- Downtime scheduling and announcements
- Social Media and Web Guidelines
- Transition to Microsoft Live@Edu for email and calendaring
- Security Awareness Training
- Student response systems
- KBOX