

May 19, 2020

**TO: FACULTY SENATE**

**FROM: COUNCIL FOR INSTRUCTIONAL TECHNOLOGY**

**RE: ANNUAL REPORT FOR THE 2019-2020 ACADEMIC YEAR**

**Membership on the Council** for the past academic year included: Tammi Bories, Hoang Bui, Amy Burke, Brian Clark, Brisa de Paula, Minsun Doh, Steven Dworkin (Chair), Clifton Ealy (Spring 2020), Binto George, Eric Gurzell, Redina Herman, Steven House, James Olsen (Fall 2019), George Mangalaraj (Vice-Chair)

**Meeting Dates:** August 28, November 14, February 7, March 6, April 3, and May 1

**Guests:**

28<sup>th</sup> August: Christopher Pynes – Chair, Faculty Senate

7<sup>th</sup> February: Brandon Colley – uTech

6<sup>th</sup> March: Rebecca Slater – uTech

3<sup>rd</sup> April: Jeanne Stierman and Krista Bowers Sharpe, Libraries

1<sup>st</sup> May: Roger Runquist – CITR

**COUNCIL FOR INSTRUCTIONAL TECHNOLOGY  
ANNUAL REPORT FOR THE 2019-2020 ACADEMIC YEAR**

**Summary**

During the 2019-2020 academic year, the council met six times and deliberated on various issues pertaining to instructional technologies on campus. Council also invited and interacted with various technology and technology-related service providers on campus. Members of the CIT actively participated in providing feedback to the University Technology Advisory Group (uTAG) on various IT governance proposals.

**Major activities**

Here are the major activities of CIT for the 2019-2020 academic year.

1. Council administration – elections:
  - a. Steven Dworkin was elected the chair
  - b. George Mangalaraj was elected the vice-chair.
2. George Mangalaraj volunteered to be the liaison for the University Technology Advisory Group(uTAG).
3. Participation in IT Governance.  
Council members participated in the various IT governance-related activities. Council was involved in IT governance proposals pertaining to a) Google Drive migration and b) Multi-function device procurement.

For the Google Drive migration, the council invited Brandon Colley of uTech to one of the regular meetings and discussed the proposal and its impact. After the discussion, the council voted to support the move. Participation in these activities, allowed the council members to air any concerns in the technology projects.

For the multi-function device contract, the council discussed the proposal over emails. There were no concerns expressed by the council members for the proposed buy-out of the Ricoh MFDs.

For both the proposals, the council conveyed their input to the uTAG.

4. Discussions with various technology service providers  
During the academic year, the council invited and interacted with guests from Libraries, uTech, and CITR.

Library: Our guests presented the upcoming migration of the library catalog to a new system and the timeline for it.

uTech: Our guests presented the plans and initiatives about university technologies. Some of the areas discussed include the changes to the IT governance process, user support services, migration to google drive, multi-function device contracts, and Zoom/video conference systems.

CITR: Our guest, presented the various initiatives of CITR during the transition to the alternate delivery of courses owing to the pandemic. Council members also provided feedback on various tools and technologies they relied on during this transition.

The Council for Instructional Technology thanks the guests for their time and willingness to join our meetings.

### **Agenda for the next academic year**

For the 2020-21 year, the council intends to continue its efforts in:

- a) providing an avenue for considering and reviewing instructional technologies,
- b) offering feedback to uTAG on various IT governance proposals, and
- c) inviting guests from various technology service providers on campus and learning/deliberating on their initiatives.