**August 14, 2018**

**TO: FACULTY SENATE**

**FROM: COUNCIL FOR INSTRUCTIONAL TECHNOLOGY**

    Submitted by Justin Ehrlich, Chair

**RE:  ANNUAL REPORT FOR THE 2017-2018 ACADEMIC YEAR**

**Membership on the Council** for the past academic year included:

* Victoria Baramidze, Mathematics
* Rebekah Buchanan, English
* Amy Burke (2018), Communication Sciences and Disorders
* Richard Cangro, Music
* Sean Cordes, Library
* Justin Ehrlich, Computer Sciences (Chair)
* Binto George, Computer Sciences
* Rome Hamm, SGA Student Representative
* Wanmoo Koo, Dietetics, Fashion Merchandising, and Hospitality
* Barry McCrary, Law Enforcement and Justice Administration
* Jim Olsen (2018), Math and Philosophy
* Kanu Priya, Management and Marketing
* Ricky Sepulveda- Rodriguez, Music
* Bridget Sheng, Educational Studies
* Ian Shelley (2017), Art
* Redina Herman (2017), Geography

**Meeting Dates:**  September 6, October 4, November 1, February 7, and April 4

**Other Dates:** October 18 (Scantron alternative demonstrations)

**Guests:**

4th October: Roger Runquist (CITR) and Andy Woerly (uTech)

18th October: Rebecca Slater (uTech) and Andy Woerly (uTech)

1st November: Robert Emmert (uTech) and Gary Douglas (uTech)

**COUNCIL FOR INSTRUCTIONAL TECHNOLOGY**

**ANNUAL REPORT FOR THE 2017-2018 ACADEMIC YEAR**

**Summary**

During the 2017-2018 academic year, the council met six times and deliberated on various issues pertaining to instructional technologies on campus. Also, the council interacted with various technology and technology related service providers on campus. Members of CIT actively participated in the IT Governance process of our university. The council developed and conducted the technology competency survey. The council also decided, which the Faculty Senate approved, on an alternative to Scantrons, which was the Remark Office OMR. This replacement adds capability and convenience all while saving the University resources.

**Major activities**

Here are the major activities of CIT for the 2017-2018 academic year.

1. Council administration – elections:
   1. Chair:  Justin Ehrlich was elected chair
   2. Vice Chair: Richard Cangro was elected vice chair.
2. CIT members appointment in other IT alliances and committees
   1. Instructional/Scholarly Alliance – Charles Malone (co-chair), Rebekah Buchanan, Ian Shelley, Bridget Sheng
   2. Administrative Alliance – Victoria Baramidze
   3. Technology Alliance – Brian Bellott
3. Student technology competency survey

One of the specific duties of the council is to assess technology proficiency standards for our students. In this regard, a survey was researched, developed, approved (Faculty Senate Executive Committee), and conducted (via CITR) during Spring 2018. The survey continued through the summer, and so the results will be published and provided to the Faculty Senate after the first meeting of the Fall 2018 semester.

1. Tests scoring solutions

Council has been given a charge to evaluate the various test scoring options and provide a recommendation to the Senate. Mr. Andy Woerly, Dr. Roger Runquist, and Ms. Rebecca Slater joined this discussion and provided details of the existing test scoring systems and the alternatives out there for test scoring. During the fall semester, the council reviewed the alternatives and in the spring semester a recommendation to switch to the Remark Office OMR was presented to the Faculty Senate, who approved the recommendation and forwarded it to the Provost. The administration is currently implementing the recommendation.

1. Adobe Enterprise Site Licensing

During the Fall 2014 semester, CIT made approved an IT Governance proposal to license the complete Adobe suite for the University. The IT Governance Council rejected the proposal due to the Illinois budget crisis. During the Fall 2017 semester, the Faculty Senate Executive Committee asked CIT to push for this proposal again. CIT created a survey (approved by Faculty Senate Executive Committee) to find evidence of faculty support. This information was used to create another IT Governance proposal, which is currently undergoing review within IT Governance.

1. Participated in IT Governance.

Council members participated in the various IT governance alliances and other technology related committees such as University Technology Advisory Group. Participation in these avenues allowed the members to be conversant with various issues pertaining to instructional technology on campus.

**Agenda for the next academic year**

For the 2018-19 year, the council intends to continue its efforts as:

a) a starting point for considering and reviewing ideas for instructional technology,

b) actively participating in the IT Governance process,

d) assessing and publishing the results of the student technology competency survey