

University of North Carolina at Greensboro Academic Computing Committee

Meeting Minutes 9am-10am Friday August 29, 2014 McIver Rm 140

Present: Aprille Black (Bryan Business School), Erin Lawrimore (University Libraries), Frances Clerk (HHS, Chair), Kenneth White (School of Music, Theater, and Dance), Lixen Fu (College of Arts and Science), Lois Von Cannon (School of Nursing), Todd Sutton (ITS)

Not Present: Fatih Oguz (School of Education), John Neufeld (Faculty Senate Liaison), Bo Bodenhamer (Office of Provost), Teaching and Learning Commons Representative (not yet appointed)

Agenda Items

1. Introductions – done.
2. Minute Taker was needed: Lois VonCannon offered. Todd Sutton said that he would be able to find someone to take minutes for future meetings. In absence of that, we will choose someone each meeting.
3. Announcements: Faculty Senate Committee chairs will meet 2 times per semester with the Provost. This is new this semester. If chair cannot attend than someone else from the committee will be chosen.
4. ACC needs representatives on IOC, ATCC and Administrative Security Committee. Aprille Black offered to represent ATCC as she is already on that committee. Frances Clerk will represent IOC as she is already on that committee. Fatih Oguz was not present, but is believed to be the liaison to the Security Committee. France Clerk will verify that. If he cannot continue in that role than we will appoint someone else.
5. Clarify who is voting and non-voting. Ex officio members. According to our change we need to have a representatives from the FTLC. Michelle Soler was suggested. Aprille will contact him to ask if he could represent FTLC on our committee.
(Michelle Soler has accepted the role of Ex Officio member of ACC as a representative for FTLC)
6. Discussed meeting times. Meeting will continue on last Friday of each month except for November's meeting, which will be held on the first Friday of December. Frances said that Bo does not want his name entered in any external software (such as Doodle) as a means of finding common meeting times (he is concerned about spam). Dates decided are: September 26, October 31, and December 5. The time will remain 9am. Frances will send out Google invites.
7. Discussion: Reviewing and Rewriting the ACC Charge.
There was much discussion concerning this. There was a new charge submitted to the Senate in 2014 in a year-end report but to make it official, it needs to be a resolution to the Faculty Senate (if we can by October 1). The committee discussed/reviewed the old and new ACC charge.

Discussion points are listed:

- a. We do not have "jurisdiction" over anything, the divisions and departments do.
ACC is an Advisory Committee.

- b. AAC- stands for Academic Computing Committee - stay academic not administrative.
- c. New Issue - How to communicate across campus? It does not seem to work well as it is. How do we get our information as a committee; how do we disseminate our discussion? How does information flow?
- d. Suggestion is to get information from as many people as possible. But another brought up that administrative persons make decisions and then email is sent out after a decision is made.
- e. Discussion that the LMS study last year was a case where everyone on campus had a change to participate. Everyone knew about this big change.
- f. Todd said that the Managed Print Services was a decision made because of financial reasons.
- g. Todd Sutton brought up Mass Email Policy – at UNCG we are not allowed to send out a mass email without permission of the chancellor (?) Some faculty was getting upset at number of emails they were getting. Someone suggested that we could make it an opt in/opt out policy. Ken brought it up and Erin agreed.
- h. Discussion of differences across units concerning how information flows. Erin talked about how in some units information must go through the department chair. Frances said in HHS for example, information would go through the Faculty Assembly.
- i. Getting information to and from faculty. Suggestion was Google Form that could contain questions for faculty with the goal of getting their feedback about their academic computing concerns / issues /interests.
- j. Specific concerns brought up were “when is an issue something we as a committee need to do something about.” Aprille said form questions should be specific so that it did not become a “complaint” form.
- k. Frances said that she thought faculty did not know that the ACC existed. That there might be “learning curve” for faculty to get used to what the ACC did and what other committees or groups did (ITS , DTCs, ATCC, ITC meetings etc.)
- l. Lixin Fu brought up idea of a “forum”, or a “blog” where people could find the ACC and we could also link to Google Form. A forum could show if it’s a “real” problem where a lot of people agree or just isolated.
- m. Todd said that ITS could provide space for such a blog. But wanted clarification of the purpose of the “blog”. He thought that two issues were being mixed up, as the idea of a Google Form (that could just be filled out and submitted by faculty). Need clarification from Todd?
- n. Lixin thought that the anonymity of a blog would be good, as many people do not want to officially comment about issues.
- o. Todd says that our charge has changed due to “University cultural change.” We really need to look at policies and decide to see what really affects the ACC. Todd said policies change often.
- p. Meeting ended at exactly 10am as room was not available after 10am. Quick discussion about possibly meeting next time in library (Erin) or Forney (Todd).

End of meeting: 10am

Reorder of minutes: Lois VonCanon.