To: Faculty Senate
From: James Bernhard, Chairperson LMIS
Concerning: Report LMIS Charges 2016-17
Date: March 31, 2017

Dear Colleagues:

The following is a summary of our responses to the Faculty Senate Charges. For further information, I encourage you also to consult the LMIS minutes posted on SoundNet.

Because of the many changes in Technology Services during the past couple of years, this year LMIS has focused primarily on getting updated on those changes and fostering the opportunities that the changes have enabled. The Fall 2016 semester was devoted almost exclusively to updates, and in the Spring 2017 semester we have begun to explore the opportunities that have been created. More specifically, our work on the committee's charges has been as follows.

1. *To develop general policies, procedures and plans in collaboration with the Library Director and the Chief Technology Officer.* Much of the Fall 2016 semester was devoted to this. We did not develop new policies, but we have laid the groundwork to be able to do so. This preliminary work has been necessary because of all the major changes in technology-related positions on campus.

On 9-20-2016, CIO Jeremy Cucco updated LMIS on three major technology areas: infrastructure, v-Desk, and printing. On 10-11-2016, he updated the committee on ERP (PeopleSoft). On 11-08-2016, he updated the committee on the Service Desk. In this discussion, he mentioned that technology services is working to develop a technology standards document that clearly explains what technology (both hardware and software) is supported by the university. This would be very useful to incoming students, departments buying equipment, and others. On 12-06-2016, Jeremy Cucco updated LMIS on analytics, and on some other areas that had changed since his previous updates. On 1-31-2017, Jeremy Cucco led a discussion on cloud computing and the role that it may or may not play on campus in the future. On 2-14-2017, he led a discussion on computer and network security. In this, he emphasized that for any institution, the question is not whether a breach will occur, but rather how well it can be contained or limited when it occurs.

This update concluded what was well over a full semester of much-needed updates. Jeremy Cucco's presentations have helped greatly in forging solid, fruitful communication channels between faculty and technology staff on campus, and he

should be commended for all his hard work in this regard. Because of it, LMIS is now in a much better position to be able to develop the policies and plans referred to in this charge.

2. *To provide recommendations and advice to all parts of the University community on the role of the library, media and information systems in support of the academic program.* On 10-11-2016, following a campus visit by Nicole Allen of SPARC, the committee discussed the role that open educational resources might play in our teaching. Jane Carlin expressed the library's enthusiasm for this, and we discussed ways in which the library might work with faculty to encourage use and development of open educational resources.

3. *To review periodically the mission and objectives of the library and information systems and to recommend such changes as are needed.* On 2-28-2017, Jane Carlin and guest Lori Ricigliano updated LMIS on happenings in the library. This included an overview of the LIBQUAL survey results and a discussion of short- and long-term plans for how to use library space.

4. *To review periodically the collection development plan for the library to ensure that a balanced collection is maintained for effective support of the academic program.* Since we have been very busy with the other charges (especially Charge 1), we have not had a chance to address this charge yet. However, we are scheduled to have such a review during our next meeting (on 4-4-2017).

5. *Such other duties as may be assigned to it by the Faculty Senate.* No additional duties were assigned.

6. *In addition to the ongoing charges in the Faculty Bylaws (Items 1-5), the Faculty Senate charges the LMIS Committee to work with Institutional Research and Technology Services to review existing and, if needed, develop policies concerning the appropriate use of institutional data on campus.* On 3-21-2017, LMIS and guests Ellen Peters and Brad Tomhave discussed data use policies. In this discussion, we learned that there are complicated data use policies in place, as well as plans to develop those policies further as need be. However, since faculty are generally unaware of the details of those policies or how to implement them, there is great need for information about *what faculty should and should not do to comply with these policies*. We began to discuss how such information might be compiled and presented to faculty but did not arrive at any definite plans. There is much more to be done in this regard.

Requests for future charges:
We have no requests for additional future charges at this point. However, in the current charges, perhaps references to the Chief Technology Officer should be changed to Chief Information Officer in keeping with the current title for the position.

Committee size and workload:
The committee seemed to have a suitable number of members for its workload. LMIS needs enough members to fuel discussions, but it does not have a lot of regular subcommittee work that needs to be divided among its members, so more members are not needed.

Additional comments:
One of my goals for LMIS year has been to develop good lines of communication with the many recent technology-related hires, and I think that we have been successful in that.