CHARTER COMMITTEE ANNUAL REPORT TO THE SHARED GOVERNANCE COUNCIL

Committee Report Year:	Information Technology Advisory Committee FY 2021

Committee Chair(s)	*Jay D Currie, Dept of Pharmacy Practice and Science, Division of Applied Clinical Sciences, College of Pharmacy*
Committee Members	

Name	Department	Term
Yangbo Ye	Mathematics	2018 to 2021
Craig Pryor	Physics and Astronomy	2015 to 2021
Sarah Vigmostad	Biomedical Engineering	2018 to 2021
John Achrazoglou	Learning Resource Center	2019 to 2022
Erin Barnes	Rehabilitation & Mental Health CNSLG	2019 to 2022
Jay Currie	Applied Clinical Sciences	2017 to 2023
June Tai	Central Administration	2020 to 2023

Name	Department	Term
Kris Halter	Business Services Admin (MBSB)	2019 to 2022
Sarah Mascher Wallace	ITS-Enterprise Services	2018 to 2021

Name	Department	Term
Joseph Verry		2019 to 2021
Katie Michalski		2020 to 2021

Name	Department	Term
Steve Fleagle	Chief Information Officer-ITS	

	Kevin Kregel　　　　　Office of the Provost
Committee Charge	***From Operations Manual*** 1. The Committee shall be governed by the terms of the General Charter. 2. In addition, the Committee shall: 　1. Advise on the present and future needs of faculty, staff, and students for computing services and formulate recommendations for meeting these needs and for maintaining a proper balance among all academic computer needs and services in the university; 　2. Provide a forum to which faculty, staff, and students may refer questions and recommendations concerning university computer policies, services, and development; 　3. Advise in the development of general policies concerning the university's acceptance of computer funds from sources external to the university and the university's provision of computer services to users external to the university; 　4. Advise on procedures for proposals by faculty, staff, and students for funds to support computing of an extraordinary and innovative nature; 　5. Review from time to time the activities and recommendations made by working committees established by the designated administrative officer. (These working committees may be established for the purpose of advising the officer on specific administrative questions concerning the operation, development, and utilization of computer resources for teaching and research.)
Current Year Meeting Dates	9/30/2020 12/2/2020 2/17/2021 4/15/2021 All via Zoom
Please indicate the typical frequency of meetings (e.g., first Tuesday of month at 4 pm). If there are subcommittees, please indicate the frequency of those meetings, too.	***The Committee meets twice in each of the fall and spring semesters***
Current Year Activities	• ***Current use of the Digital Measures product for the Academic and Professional Record (APR) and possible replacements as this platform's use will not be continued on campus.*** • ***Need for consistent system for collecting and serving information regarding individual faculty members for multiple uses across the university.***

	- *Discussion and input regarding Technology sub-committee of Future of Work at Iowa*
	    - *Methods to continue working together when location isn't a barrier*
	    - *Assuring remote access and function of software to off-campus users*
	    - *Use of Microsoft Teams or other platforms to allow for collaborations similar to in-person interaction and informal idea sharing scenarios*
	    - *Assuring methods and best practices for communication in units is maintained*
	    - *How to keep students, faculty and staff connected*
	    - *Assisting students, faculty and staff in being able to adequately connect and work effectively from a remote site or in hybrid environment*
	    - *How will university adjust to a potential future where hybrid work arrangements may be the norm and a driver in the workplace*
	    - *Adjusting to a new potential value proposition for on-site or remote higher education*
	    - *Optimizing live versus synchronous versus asynchronous educational delivery*
	    - *Security in the educational process and business of the university*
	    - *Helping faculty use best practices when teaching, no matter the modality*
	 - *Developing, delivering and securing virtual examinations*
	    - *Remote proctoring of examinations – best practices and limitations*
	    - *Need for innovative assessment strategies versus only technology solutions*
	    - *Care in shifting responsibility to users (multiple connections, bandwidth, etc)*
	 - *Data Security and ways to minimize risk*
	    - *What devices allowed onto data structure: Limit to only UI managed devices, Access by appropriately configured personal devices, Access by personal devices managed by UI-ITS, Bring Your Own Device*
	 - *Document retention and archiving policies and best practices*
	    - *Record creation versus privacy and accessibility issues*
	 - *Current cybersecurity Threat Briefing*
	    - *Ongoing risk of phishing and difficulty in preventing people from clicking on dangerous links*
	 - *Support needed for research operations*

Topics your committee anticipates addressing during the coming year	- *Online proctoring of assessments* - *Strategies to prevent cheating on exams and security of exam related information* - *Annual security update* - *Review of network demands on campus and ability to support the new normal* - *Best practices to distribute policies, tools and support to students, faculty and staff* - *Best practices for education in the 'new normal' potentially multi-modality environment*
Other issues of concern	- *Cybersecurity and threat mitigation* - *Provision of the university experience in the new normal* - *Sufficient resources to deliver university mission and protect infrastructure.*
What should we tell applicants for this committee regarding	*The majority of the Committee's work is completed during the scheduled meetings. Attendance and participation at meetings is critical to assuring all aspects of an IT issue are addressed for the campus and that all voices have contributed. Some review*

expectations of members (anticipated workload, existence of subcommittees, etc.)?	*of documents prior to meetings is necessary on occasion. Remote attendance is possible.*
The Faculty Senate Office collects agendas and minutes from the charter committees to send to the university archives. Please let us know the best way to get that information from you (e.g., direct us to a website, put us on the committee's distribution list, etc.).	*These will be sent to Laura Zaper*
Recommendations, if any, to the shared governance groups.	*none*