ATTACHMENT #1

Report from the Senate Executive Committee for the September 12, 2005
Meeting of the University Senate

The Senate Executive Committee met three times over the summer. Sessions were held on June 24, 2005 with Chief Operating Officer Flaherty-Goldsmith and Provost Nicholls and on August 8, 2005 with President Austin. On May 23, 2005 we met with the Chair of the General Education Oversight Committee, Hedley Freake, to discuss GEOC administrative responsibilities.

The SEC has met twice since the start of the academic year this fall. On September 2, we met for one hour in closed session with Provost Nicholls. Afterwards, the SEC met with the chairs of the Senate's standing committees primarily to discuss the committees' initial agenda for the upcoming year. A few items begun last year are in their final stages including the Scholastic Standards Committee's review of the plagiarism report.   Several linkages with visitors during the "General Education Month" were highlighted such as with Don McCabe, who will speak on academic integrity, on September 28, and Andrea Leskes, Association of American Colleges and Universities Vice President for Education and Quality Initiatives, who will speak on September 22. After the Chairs left, the SEC met alone to discuss several items including filling vacancies on various committees, our representatives to the Board of Trustees meetings and the need for us to re-engage the board and we received a copy of *The Governor's Commission on UConn Review and Accountability, Final Report.*

On September 9, the SEC met for one hour in closed session with President Austin. Afterwards, the SEC met with Provost Nicholls, Vice President and Chief Operating Officer Flaherty-Goldsmith, Vice President for Student Affairs John Saddlemire, and President Austin.   Topics discussed included the smooth arrival of our students to campus, the transition to UConn for students displaced by Hurricane Katrina, the accomplishments of the BEST committee, technology initiatives on campus, and bringing consistency to PTR and the standards of curriculum across the university. With Peter Nicholls and Linda Flaherty-Goldsmith we also discussed the future of new building projects, the timeline including of funding installments, and the need to communicate information regarding these items to the broad university community. This discussion continued with the SEC alone and suggestions for avenues for faculty input were considered. The SEC also discussed the possibility of a course renumbering extension.

I end my report with a welcome to the Senate for the 2005-06 academic year.

Respectfully submitted,
Debra Kendall

At this time the SEC would like to nominate Larry Gramling, as the Senate's representative, to the President's Athletic Advisory Committee.

IT Strategic Planning Initiative

IT Strategic Planning Initiative
at the University of Connecticut

Fall 2005

IT Strategic Planning Steering Committee

Charge to Committee

- " . . . to develop a strategic plan to prioritize (the University's) IT directions and investments in a manner that will maximize deployment of current technologies while ensuring that those technologies are fully integrated with, and supportive of, the academic and research plans of the University."

Members

Keith Barker, **IT & L**

Nancy Bull, **Agriculture**

David Clokey, **Student Affairs**

Joe Comprone, **Avery Point**

Elaine David, **UITS**

John DeWolf, **Civil Engineering**

Dolan Evanovich, **Enrollment Management**

Brinley Franklin, **University Libraries**

Jim Henkel, **Graduate School**

Mike Kerntke*, **UITS**

Dino Mattessich, **Athletics**

Geoffrey Meigs, **CLAS**

Krista Rodin,* **Continuing Studies**

Rich Swab, **Education**
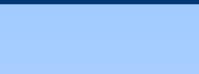
Suman Singha, **Academic Affairs**

* **Co-Chairs**

Guiding Principles

- Information Technology (IT) provides the tools that support people to be effective and efficient in their evolving jobs

- Everyone at the University of Connecticut needs to have and use an appropriate level of technological tools available for them to be as effective as possible, working in their unique departments and within the scholarly community

- For the purpose of this report, IT refers to both centralized and decentralized units:

  Information Technology Services

  Institute for Teaching & Learning

  School / college department /regional campus based needs

Guiding Principles (cont)

- IT infrastructure refers to coordination of hardware, software and the human resources needed to facilitate all appropriate tasks to be completed

- Funding priorities must be set and clear delineation made between the responsibilities of central administration and that of the individual units or campuses

Vision of IT
at the University of Connecticut

- Provide the technological infrastructure to enable the University to reach its goal to be recognized as being among the top public research universities

Mission of IT
at the University of Connecticut

- Support the faculty, students, and staff in their pursuit of excellence in their respective roles

IT Strategic Plan Goals

- Provide the technological tools to enable faculty, students, and staff to do their jobs well and efficiently through the provisioning of an Integrated Technology Environment

- Provide a mechanism to reduce duplicate efforts and streamline work processes and commit to continuous quality improvement efforts

Goals (cont)

- Provide the infrastructure that facilitates the sharing of ideas / content and allows for virtual gatherings

- Provide the faculty with the tools necessary to prepare students for an ever evolving technology driven world by exposing them to diverse technologies

- Provide adequate training for faculty, staff and students on evolving technologies

Goals (cont)

- Facilitate global scholarly activity with the best tools available

- Provide a secure, reliable and redundant technology infrastructure to the UConn community

Newly Established IT Management Structure

IT Steering Committee

Technology Planning Committee

Technology Implementer Group

IT Steering: University IT Visioning & Strategic Planning; Policy, Budget, Project Prioritization

Technology Planning: Sharing & Innovation; Coordination & Collaboration

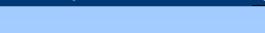**Technology Implementer:** Make recommendations, Implement decisions, Perform tasks

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IT Steering Committee

- Peter Nicholls, Provost & Executive Vice President, **Office of the Provost**
- Tom Callahan, Special Assistant to the President, **Office of the President**
- Bruce DeTora, Director, **Chief Financial Officer**
- Sarah Domoff, Undergraduate Student, **Student Government**
- Dolan Evanovich, Vice Provost, **Enrollment Management**
- Linda Flaherty-Goldsmith, **Vice President & Chief Operating Officer**
- Brinley Franklin, Vice Provost, **University Libraries**
- Mike Kerntke, **Associate Vice President and CIO**
- Edna McBreen, Director, **Tri-Campus**
- Bob McCarthy, Dean, **School of Pharmacy**
- Donna Munroe, Assoc. Vice President, **Human Resources**
- Krista Rodin, Dean, **College of Continuing Studies**
- John Saddlemire, Vice President, **Student Affairs**
- Carol Welt, Executive Director of the **Office of Sponsored Programs** and Assistant Vice Provost for Research

Technology Planning Committee

- Luke Achenie, **Engineering**
- Sharon Alexander, **Purchasing**
- Keith Barker, **IT& L**
- Pam Cartledge, **School of Nursing**
- Kim Chambers, **IT&L**
- David Clokey, **Student Affairs**
- Elaine David, **UITS**, Chair
- Craig Dinsmore, **Foundation**
- Andrew DePalma, **CCS**
- Kim Emery, **School of Nursing**
- Penny Guerin, **Purchasing**
- Gary Hendrickson, **Education**
- Jim Henkel, **Graduate School**
- Darcy Kirk, **Law School**
- Sandra Lane, **Social Work**
- Geoffrey Meigs, **CLAS / Dean's Office**
- Jean Main, **Financial Aid**

- Rosemary Marcellino, **Allied Health**
- Paul McDowell, **Controller**
- Geoffrey Meigs, **CLAS**
- Lee Melvin, **Admissions**
- Patrick McGlamery, **Library**
- Mark Newall, **Avery Point**
- Julie Nichols, **Internal Audit**
- Glen O'Keefe, **Bursar's Office**
- Matthew Proulx, **Stamford Campus**
- Robert Salisbury, **Business**
- Deborah Shelby, **CLAS**
- Victor Schiavi, **Tri-Campus**
- Jeff vonMunkwitz-Smith, **Registrar**
- Carol Welt, **Sponsored Programs**
- Ann Wilhelm, **Graduate School**
- Damon Williams, **OMIA**
- Bruce Wilbur, **Agriculture**
- Douglas Willour, **Pharmacy**
- Ted Yungclas, **Fine Arts**

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Technology Implementer Group

- Linda Abt — **Financial Aid**
- Keith Blanchard — **Campus Activities**
- Thomas Bloom — **Residential Life**
- Garvin Boudle — **CLAS / Psychology**
- Daniel Capetta — **Residential Life**
- Pam Cartledge — **School of Nursing**
- Andrew Carty — **Continuing Studies**
- Thomas Corso — **College of Agriculture**
- Ann Crawford — **School of Law**
- Bruce Eldridge — **Human Resources**
- Neil Facchinetti — **School of Pharmacy**
- Bruce Gerber — **FRS**
- Wesley Gregonis — **One Card**
- Bethany Hill — **Dining Services**
- Deb Hubbell — **Health Services**
- Marc Jones — **Career Services**
- Sandra Lane — **School of Social Work**
- Sue Lipsky, Chair — **UITS**
- David Logan — **School of Fine Arts**
- Rosemary Marcellino — **Allied Health**
- Rohit Mehta — **School of Engineering**
- Tony Malloy — **University Libraries**
- Stephen McDermott — **UCIMT**
- Mark Newall — **Avery Point**
- Andrew Pagano — **Undergraduate Ed**
- Matthew Proulx — **Stamford Campus**
- Andrew Rittner — **Sponsored Programs**
- Matthew Ross — **School of Education**
- Timothy Ruggieri — **CLAS / Dean's Office**
- Robert Salisbury — **School of Business**
- Victor Schiavi — **Waterbury Campus**
- James Schultz — **Residential Life**
- Stacy Storrs — **Registrar's Office**
- Jessica Taylor — **Payroll Office**
- Robert Weiner — **School of Engineering**
- Frances Whittles — **Office of Admissions**

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Task Teams

- Campus Card
- Data Storage and Web Services
- Data Warehouse
- Distance Education
- Teaching & Learning with Technology
- Technologies for Career Paths
- UConn Student Laptop Initiative
- Voice Over IP
- Wireless

Task Teams
Task Team Charge

- Each task team was asked to focus on a particular subject area identified from reports of the Deans and Area Heads and to consider the following issues with respect to their specific subject:

  – Technology industry trends and products available

  – Appropriateness for UConn's technology environment and / or educational research mission

  – Impact on the University's academic research and administrative environment

Task Teams (cont)

- Each task team met to evaluate the assigned topic and delivered a report consisting of:
  - Evaluation of the particular subject
  - Recommendations as to the appropriateness of the particular subject
  - 'Impact statement' on UConn environment – i.e. Why the University should / should not move forward in this area
  - Expected resource requirement
- At the completion of the report, the task teams disbanded.

Task Team Commonalities

- Need for enhanced communication on all IT projects and upgrades

- Need for campus advisory boards for specific tasks, e.g. wireless, data warehousing, campus card

- Need to provide centralized systems with basic university standards but with local administration and flexibility

- Need for consistent funding source(s)

Task Team Commonalities (cont)

- Need for delineation of level of complexity in services and in users

- Need for integration of back office data with instructional data systems

- Need for single authentication system

- Need for centralized security system with back-ups

Campus Card

- Develop single authentication system
- Create university standard for card access door security system
- Install centralized campus card management system based on universal identifier and multi-functional card
- Create centralized, standardized system with the option of local administration
- Develop university oversight committee to develop and review standards, policies and procedures regarding campus card security systems
- Eliminate exterior traditional door keys
- Ensure any new system has scalable security enhancements

Campus Card Members

- Sharon Alexander, Chair, Purchasing Department
- David Clokey, Student Affairs
- Ruth Francis, One Card Office
- Amelia Hinchliffe, University Libraries
- Jim Mandeville, UITS
- Tracey Miller, Facilities
- Steve Morytko, UITS

Data Storage and Web Services

- Develop an effective university identity management system

- Single sign-on authentication

- An official university portal

- Standard university web templates

- Purchase system integrations to enable movement of data from one system to another (PeopleSoft, WebCT)

Data Storage (cont)

- Web based desktop training and software for data storage and web services applications

- Web interface for software upgrading and implementation

- University peer review process for web content

- Policies regarding archiving and shelf life of university data

Data Storage (cont)

- Provide all faculty and staff with minimal file storage accessible via high speed network

- Make storage scalable for a price and be provided and backed up by UITS

- Develop policies and coordinate with University Libraries on storage and academic data. Determine roles of UITS and University Libraries with regard to data storage

Data Storage (cont)
Current Initiatives

- Workflow acquisition and implementation for integration of processes between systems (10-1-05 completion)

- Centralized file storage environment being created for faculty and staff (12-1-05 completion)

- Identity Management System being defined and created

Data Storage and Web Services Members

- Kim Chambers, Chair, IT & L
- Luke Achenie, Engineering
- Paul Desmarais, UITS
- Penny Guerin, Purchasing
- Janet Lowe, CCS
- David Martel, University Communications
- Geoffrey Meigs, CLAS
- Richard Meinert, Cooperative Education
- Jim Mindek, UITS

Management Reporting / Analysis (Data Warehouse)

- All data is to be supported for differing levels of reporting sophistication: enterprise reporting, cube analysis, ad hoc query and analysis, statistical analysis and data mining, alerting and report delivery

- "Smart data" (more user friendly reporting) by bringing together data from diverse locations into a single logical entity

- All university data will be organized to optimize query and reporting capabilities

Management Reporting / Analysis (Data Warehouse - cont) Current Initiatives

- Creation of a Council of Data Stewards to oversee policy and standards relating to University data

  (6-1-05 completion)

- Analysis and Consolidation of Tools

- Creation of a detailed plan to implement best practices for future Management Reporting infrastructure

Management Reporting / Analysis (Data Warehouse) Members

- Deborah Shelby, Chair, CLAS
- Jim Henkel, Graduate School
- Gary Lewicki, Enrollment Management
- Lee Melvin, Admissions
- Danitza Nall, CCS
- Jeff vonMunkwitz-Smith, Registrar
- Peter Weinstein, UITS
- Frank Wunschel, Institutional Research

Distance Education Compressed Video

- One unit for network infrastructure – UITS

- One unit for program delivery and scheduling – UCIMT

- Clearly delineate course structure
  - Wholly ICV
  - Blended ICV with face-to-face and/or on-line
  - Web supplemented

Distance Education Internet On-Line

- One supported on-line course management system
- Single authentication system between PeopleSoft and Course Management
- Clearly delineate course structure
  - Fully on line
  - Blended / distributed / hybrid
  - Web supplemented
- Education faculty on pedagogical differences between options above
- Provide adequate faculty and student support

Distance Education (cont)
Current Initiatives

- Implementation of WebCT Vista course management software (1-1-07 completion)

Distance Education Members

- John Bennett, Chair, Engineering
- Nancy Bull, Agriculture, Cooperative Extension Services
- Kim Chambers, IT & L
- Rob Hoskin, School of Business
- Pat McGlamery, University Libraries
- Krista Rodin, College of Continuing Studies
- Del Siegle, Education

Teaching & Learning with Technology (Hybrid Classroom)

- Establish sufficient level of technology-intensive classrooms

- Ensure the appropriate technical applications are built into course design

- Make technology applications in teaching as part of Promotion, Tenure and Retention process

- Share best practices in high-tech classrooms for planning renovations and new construction of buildings

Teaching & Learning with Technology (Hybrid Classroom) Members

- Kathleen Hiatt, Chair, Nursing
- Keith Barker, IT & L
- Joseph Comprone, Avery Point
- Harry Frank, Chemistry
- Darcy Kirk, Law School
- David Miller, Psychology
- Steven McDermott, UCIMT
- Richard Schwab, Education
- Ted Yungclas, Fine Arts

Technologies for Career Paths

- Long-term process for assessing technological competencies of graduates on a school-by-school basis

- Inform faculty of technological advances and upgrades

- Reliable, predictable funding streams to pay for technology

- Technology fee that stays with schools /department/ regional campuses

- Continuous evaluation process for assessing technology needs with input from schools and programs

Technologies for Career Paths Members

- Carl David, Co-Chair, Chemistry
- Robert Hannafin, Education
- Anthony Joseph, CCS
- Gary Kazmer, Animal Science
- Sue Lipsky, UITS
- John Marshall, Engineering
- Lauren Schlesselman, Co-Chair, Pharmacy

UConn Student Laptop Initiative

- Use decentralized model that allows for: scalability, institutional lease with one or two vendors, set minimum hardware requirements, create laptop / mobile computing advisory committee

- Committee would address: academic / curricular standards, contract management, dissemination of information, ongoing assessment of technological environment

UConn Student Laptop Initiative Members

- Jean Main, Chair, Financial Aid
- Keith Blanchard, Campus Activities
- Mick DiGrazia, UITS
- Neil Facchinetti, Pharmacy
- Steven Fletcher, Tri-Campus
- Kenneth Fuchsman, Continuing Studies, Hartford
- Louise Gisleson, Business
- Gary Hendrickson, Education
- Carolyn Lin, Communication Sciences
- Mark Westa, Landscape Architecture

Voice Over IP

- Concern that VOIP does not yet meet either reliability nor security standards

- Recommend not moving forward with VOIP at this time

Voice Over IP Members

- Chuck Fink, Chair, UITS
- Jack Babbitt, UITS
- Thomas Duguay, Avery Point
- David Steele, Tri Campus, Waterbury

Wireless

- Formally assign a coordinating function for wireless networking and information

- Create an advisory committee that reviews policies and recommendations, and proposes innovative uses and improvements

- Prioritize visitor and commuter student access

- Allow registration of non-UITS wireless equipment

- Provide general monitoring of wireless systems

Wireless (cont)
Current Initiatives

- Central campus public areas being activated for wireless access

Wireless Members

- Bruce Wilbur, Agriculture, Chair
- Jack Babbitt, UITS
- Keith Barker, IT&L
- Dan Capetta, Residential Life
- Brinley Franklin, University Libraries
- Murphy Sewall, Business
- Rick O'Toole, University Libraries
- Mike Vertefeuille, Business

Survey

Please tell us what you think!

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ATTACHMENT #3

REPORT
NOMINATING COMMITTEE
September 12, 2005

1. We move the following faculty/staff deletions to the named Standing Committee:

    Margaret Breen from the Curricula & Courses Committee
    Debra Kendall from the Faculty Standards Committee
    Hugh Macgill from the Growth & Development Committee
    Samuel Pickering from the Faculty Standards Committee

2. We move the following faculty/staff additions to the named committees:

    Tracie Borden to University Budget
    Mark Boyer as Chair of Faculty Standards
    Bruce DeTora to University Budget, ex-officio, non-voting member
    Dolan Evanovich to Enrollment, ex-officio, non-voting member
    Lynne Goodstein to Curricula & Courses, ex-officio, non-voting member
    Ian Hart to Growth & Development as representative of University Budget
    Deborah Huntsman to University Budget
    Steven Jarvi to Scholastic Standards, ex-officio, non-voting member
    Donna Korbel to Student Welfare
    William Lott to the General Education Oversight Committee
    Suman Singha to Faculty Standards, ex-officio, non-voting member
    Dana Wilder to Growth & Development, ex-officio, non-voting member
    Lee Williams to Student Welfare, ex-officio, non-voting member

3. We move the following undergraduate student additions to the named Standing Committees:

    Rebecca Auger as representative to Growth & Development and Student Welfare
    Thomas Dillon as representative to Scholastic Standards
    Vanessa DiPilato as alternate representative to the General Education Oversight Committee
    Ryan Heafy as representative to the General Education Oversight Committee
    John Jevitts as representative to University Budget
    Andrew Marone as representative to Faculty Standards
    Ryan Matte as representative to Scholastic Standards
    Michael McKiernan as representative to University Budget
    Steven Mlenak as representative to Growth & Development and Curricula & Courses
    Tracy Ogrean as representative to Enrollment
    Joseph Sweet as representative to Enrollment
    Caroline Zebrosky as representative to Student Welfare and Faculty Standards

4. For the information of the Senate, the Graduate Student Senate has named R. Brooke Morrill and Amy Sopcak to membership on the Senate for a one-year term.

5. For the information of the Senate, the Undergraduate Student Government has named Aaron Burton, Sarah Domoff, John Jevitts, Andrew Marone, and Tracy Ogrean to membership on the Senate for a one-year term.

Respectfully submitted,

John DeWolf, Chair   Karla Fox
Rajeev Bansal   Robert Tilton
Janine Caira   Cyrus Ernesto Zirakzadeh

ATTACHMENT #4

REPORT
COURSE RENUMBERING COMMITTEE
September 12, 2005

Motion - Course Renumbering Timeline

Background:
Academic department heads and Associate Deans have asked to extend the deadline for establishing new course numbers to allow them to do a thoughtful and thorough review. Under the proposed new timeline, changes in the Course Numbering system would be postponed until the 2008-2009 Catalogs and departments would have until May 2006 to provide information on their new course numbers to the Registrar.

Resolution:
The new course numbering system shall be implemented in conjunction with the 2008-2009 Catalogs. Departments shall have until May 2006 to provide information on their new course numbers to the Registrar.

Respectfully submitted,

Gregory Anderson
Kathryn Hayden
Anne Hiskes
David Palmer
Jeffrey von Munkwitz-Smith