

Faculty Senate IT Use Committee
Thursday, March 31, 2016
3:00 – 4:00
Zimmerman Library, Herzstein Reading Room

Present: Elisha Allen, Stephen Burd, Deborah Fort, Melissa Thompson, Jon Wheeler

Agenda:

1. Greetings and announcements.
2. Approval of 02-25-2016 minutes.
 - a. In lieu of a quorum, minutes will be approved by email.
3. EvaluationKIT update
 - a. Report from TEC meeting and recommendation for a new steering or ad hoc committee.
 - i. Goals for an advisory committee include communication, increasing response rates.
 - ii. **Action item:** Stephen Burd will contact members of the existing steering committee to determine interest in continuing as an advisory committee.
4. Faculty Technology Survey
 - a. Response rate and end date
 - i. Survey end date is 4/8/16. Reminder email will be sent out 4/4/16. Response rate as of 3/31 was 11%.
 - b. There was discussion of the current responses to questions about the LMS, including the impact of changes in electronic course reserve management at the Libraries.
 - c. **Action item:** Jon will forward the survey report to the committee after the closing date (4/8). Results and findings will be discussed at the 4/29/16 ITUC meeting.
5. Committee activity
 - a. Email policy
 - i. Report from Operations Committee meeting and recommendation against any change to existing policy.
 1. Jon met with the Operations Committee on March 1st, following the ITUC meeting of 2/25. Review of the email SLA in the interim and absence of a policy establishing LoboMail as the sole official UNM email service argue against the creation of an employee email policy. Establishing a single official email service would seem to be a prerequisite for any kind of policy about email ownership, but would in consequence limit academic freedom. Further, some of the more practical issues and questions raised about managing email are addressed in the email SLA.
 - ii. Relevant topics within the Email SLA
 1. <http://discuss.unm.edu/document/email-and-calendar-sla/>
 2. Backup and recovery (deleted items are kept for 30 days)
 3. Expectation that users will check email “with appropriate frequency.”
 4. Use of and support for forwarding, personal devices, etc.
 5. Departmental IT and non-use of Lobomail.
6. Campus IT updates

- a. Committee members are encouraged to review the standards and service level agreements as they are posted at <http://discuss.unm.edu/>. Comments can be made on the site or forwarded to Jon for posting on behalf of the committee.