

UNM Faculty Senate IT Use Committee

Thursday, February 27, 2020

Zimmerman Library, B48

1:30 pm – 2:50*pm

Zoom access: <https://unm.zoom.us/j/538578214>

Chair: Trena Walker

Attendees: Dave Dixon, Huaiyu Duan, David Hurley, Jennifer Laws, Han Li, Mary Rice

Regrets: Julia Sherba de Valenzuela, Debby Knotts

Guests: Stephanie Spong (CDL), Trina Altman (IT/AT), Jon Boccock (IT/AT)

Topics

1. Greetings and welcome to committee members and guests.
2. Review of meeting minutes from 1/30/2020
 - Dixon proposed motion to accept minutes into the record. Laws seconded. Vote of members, passed unanimously.
3. Stephanie Spong, Director CDL, provided an update on activity since last meeting:
 - RFP posted; vendors asking questions; all information will be posted centrally; none of the proposals will be available to view until after the close
4. UNM LMS Feedback Mechanisms
 - Stephanie Spong, Director CDL led discussion:
 - What other attempts to gather faculty input have been successful?
 - What communication avenues do you have available to you for the groups you represent to the FS-ITUC (departmental, college, campus, etc.)?
 - Targeted communications to people who have interest
 - One recent successful model is the UA-UNM unionization efforts
 - Use polls – faculty can see their input immediately
 - Create website repository with all of the information
 - UCAM for news updates if website development is delayed
 - ALLFAC Listserv communication in early March
 - Send invitations to participate – at least a month ahead of time
 - For each vendor visit conduct 2 faculty facing sessions: Instructor session (1 hour) - 15 minute break - Migration session (1 hour) – Q&A (30 minute) – Informal debrief between attendees
 - Follow-up survey day after vendor visit
 - Cognitive interviews (i.e., usability study)
 - Focus Groups
 - Offer sandbox to test features

Next Meeting: *3/26/2020 1-2pm*