The committee’s mission is to provide advice on the delivery of information technology services provided to AS&E, to make recommendations concerning improvements in such services or their underlying policies as necessary to support the University's teaching and research missions. With this objective in mind, the committee held six meetings during the 2011 – 2012 academic year. One of these meetings was a joint meeting with the Library Committee.

The School of Arts, Sciences, and Engineering transitioned from Blackboard, its old learning management system, to Trunk, the new Sakai-based system. At our first committee meeting of the academic year we reviewed the status of the new system and provided representatives of the Trunk implementation taskforce with some feedback. By the year’s end it was clear that the transition to Trunk has been successful but that the focus for future enhancements should be to make the easy and common tasks more user-friendly. This recommendation was forwarded to the Trunk implementation taskforce.

In support of the NEASC accreditation process for the School of Arts and Science, the committee reviewed and provided input into some of the IT focused analyses for the accreditation including: online access to library resources, IT support, data security, and the manner in which computer use is inhibited by security requirements and policy.

IT support continues to be a critical concern. Although uneven, the level of support is felt to have improved and the new support request tracking system provides feedback and the status of support requests. This information was not available to end users in the past.

The need to improve the quality of classrooms on the Medford campus was discussed at several meetings. A total classroom design that encompasses appearance, physical layout, and technology is sorely needed. A new committee, independent of the IT committee, has been formed to provide faculty input to better ensure the design and implementation of effective classroom renovations.

The committee approved a proposal to modify its bylaws to include the Director of IT Services for Arts, Sciences and Engineering to be the IT committee’s non-voting *ex officio* member instead of the Director of Computing for Arts, Sciences, and Engineering, a position which no longer exists.

The TCU Senate brought a resolution to the committee to enable Tufts VPN to support tunneling to improve Internet security for users accessing the network from off campus. UIT responded to the request and implemented full tunneling in January 2012.

The practice of restricting admin access to the Tufts PC’s faculty use in their offices was discussed but no recommendation was made for guidelines of when access should be restricted and to what capabilities would be removed. Further review of this issue is required.
How best to communicate IT announcements, services, how-to information, and policy changes was identified as a topic that needs more attention.

The committee received a demonstration of the Universal Messaging system which has since been broadly released on the Medford campus. At another meeting we were shown the current Tufts Medford campus capabilities for teleconferencing via a specially equipped room and a portable system that could be used almost anywhere on campus. We also reviewed how the Biology Department uses specialized software to record lecture materials during class including the capturing of live annotations.

Michael Roberts, Academic Fieldwork Coordinator in the Occupational Therapy Dept., was elected the new 2012-2013 chair of the committee.

Respectfully submitted,

Lee R. Minardi
Senior Lecturer
Civil and Environmental Engineering

May 4, 2012
AS&E IT Committee Meetings 2011 - 2012

Meeting September 29, 2011
- Trunk
- IT Committee support of NEASC accreditation process

Meeting November 4, 2011
- Modification of Committee Bylaws to include ITS Director
- NEASC Accreditation of University IT services
- Improving classroom quality
- TCU Senate Resolution re VPN

Meeting December 14, 2011
- Feedback on the ITS consultant’s report
- Admin Access to Tufts Computers

Meeting January 25, 2012
- Universal messaging presentation
- Web hosting services for student organizations

Meeting February 22, 2012 – Joint meeting with Library Committee
- AS&E Integrated IT Services
- Current Use of E-books
- Technology Support Expectations for the Library
- Classroom Technology

Meeting April 28, 2012
- Teleconferencing
- Recording class lectures