

Instructional Technology Advisory Committee Minutes from 2/12/03

1. Dan Askren expressed concern about the timeliness of processing student opinionnaires. Royce Hackett described the processing procedure. The sheets need to be fed through a scantron machine, which takes about 5 days if someone is feeding the sheets into the machine for 8 h/day. Then the appropriate statistics need to be computed, such as school and university averages for each question. This step used to take about a week. Calculating the summary statistics is currently a problem because the software used to perform this analysis does not work correctly with the new scantron forms. Once the results are processed, they are sent to Academic Affairs, then to the various school deans.
 - Bob Harrington asked if the typed written comments could be sent to the faculty before the forms are processed. He feels that the written comments are the most important information, so it would be nice to receive these results as soon as possible.
 - Dan Askren asked if the committee could set guidelines to regulate the steps in the processing of the opinionnaires.
 - Several committee members agreed that processing student opinionnaires is really the responsibility of Institutional Research, not OIIT. OIIT was put in charge of this task years ago before the Institutional Research position was created. Perhaps it would now be more appropriate for Institutional Research to take over this task.
2. Projects for the technology fee funds were considered. The committee reviewed a wishlist of student requests from the subcommittee run by Chuck Lawson and Douglas Northcutt. The following projects were recommended for funding. Chuck Lawson will draft a memo with these recommendations and send it to Academic Affairs.
 - Hardware/software upgrades in FA209 (\$12000)
 - Digital projector, DVD, and related hardware for the Office of Student Life (\$5200)
 - Student assistants for a 24 hour computer lab
 - Computers for English/Learning Support (\$7140)
 - Upgrades for some computers in Academic Skills (4 or more cpus)
 - Any remaining money: Improve/upgrade/repair student computer labs
3. The possibility of making statistical software (SPSS and SAS) available via the network was discussed. Several faculty members need this software for scholarship purposes. The problem is that the software is expensive and needs to be upgraded or relicensed yearly. We could probably do without multiple desktop copies of this software if it was available through the network. Dr. Ianno said that he will look into the feasibility of this.

Next meeting: Wednesday, March 19th at 3:30 in the Morgan Hall conference room.