

ACADEMIC LEADERSHIP COUNCIL

January 14th, 2014
West Commons Community Center
8:30 am – 10:00 am

Agenda

1. Review of Previous Meeting Minutes – Andy Karafa (3 min.)
2. Communication between IT Services and Academic Affairs – John Urbanick (20 min.)
3. Update: State Authorizations for Academic Programming – Deb Thalner (20 min.)
4. Discussion regarding ALC Structure – Andy Karafa (30 min.)
5. Open Forum
6. Updates from Colleges, Schools, & Departments

Future Agenda Item(s):

- Discussion regarding Contract(s) – Tammy Grunow and Steve Stratton

ACADEMIC LEADERSHIP COUNCIL – Meeting Minutes

January 14, 2014

Membership: Andrea Wirgau, Anne Marie Gillespie, Brian Bouwman, Brian Craig, Cambria DeHoag, Cheryl Cluchey, David Darrow, David Frank, Debra Curtiss, Deborah Dawson, Deborah Thalner, Debra Cox, DeeDee Stakley, Glen Okonoski, Gregory Zimmerman, Helen Woodman, James Powell, Janelle Hemingway, Jeffrey Ek, Jim Woolen, John Schmidt, Jon Sprague, Joseph Karafa, Joseph Lipar, Julie Coon, Kim Hancock, Kirk Weller, Larry L Schult, Leah Monger, Lianne Briggs, Lucian Leone, Michael Ropele, Michael Bouthillier, Peter Bradley, Piram Prakasam, Robert Buckingham, Ron McKean, Sharon George, Shelly VandePanne, Steven Reifert, Susan Owens, Tami Wolverton, Theresa Raglin, Todd A Stanislav, Tracy Powers, Trinity Williams, William Smith

Regularly Invited Guests: Paul Blake, William Potter, Robbie Teahen

Guests: John Urbanick

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HANDOUTS

1. State Authorization Status
2. FSU Scorecard

MINUTES

1. Review of Previous Meeting Minutes
 - ❖ Minutes from 10-08-13 meeting approved corrections.
2. Communication Between IT Services and Academic Affairs
 - ❖ John Urbanick shared plans and timelines for the campus conversion from Lotus Notes email to Office 365. Handout provided includes the migration schedule, training opportunities, planned phone support, website info, etc. Upcoming information sessions are also listed.
 - ❖ ALC support requested to provide additional reminders to faculty/staff who may miss UWN info. Goal is to provide multiple methods of communication and training opportunities.
 - ❖ IT's goal is to provide as many training opportunities as possible. Basic info session beginning now with formal training sessions to come, both in person and as webinars. Help get info out. Feb. 13 online live session can be attended live or from desktop, group offering, etc. Live webinar every Tues – mostly informational. Video series will be available via Lynda.com - usually 1-2 hr long. Goal – as many varied opportunities as possible so ALC is being enlisted to share info as it comes out. Remote campuses will be equally trained. Finalized schedule of Feb and March offerings will be coming out soon for both in-person and online 4 hrs long training sessions. Be sure to be on lookout for training dates schedule to be announced soon with registration instructions on website.
 - ❖ IT planned migration scheduled for Jan 24th with many areas on campus converting Feb. 21st and finally Academic Affairs and KCAD on March 7th. Goal is to have everyone migrated by Monday morning following target dates.
 - ❖ Archived email info will be moved but it will be a 2 step process. Current info migrates over weekends listed. Archives will be moved by IT manually as a separate step shortly after.
 - ❖ Concern over March 10th spring break conversion for Academic Affairs.
 - ❖ Encouraged everyone to refer to Tech Support website often as it will continually update conversion and support information, how-to videos, migration schedules. It is updated weekly.
 - ❖ Phone support will also be provided. When we call TAC an additional option will be to connect to Office 365 support and calls will transfer to PC Helps phone support site. They can remote in to desktop to show you if you choose. Phone service planned for 6 months with 24/7 support. The phone support will not continue indefinitely but will be active several month.

- ❖ John requests members to take 10-15 minutes to check out the website, share any concerns with him, share information with faculty, colleagues, staff as it comes out – the more reminders the better.
- ❖ Time Off software is not compatible with Office 365 and replacement is being researched but not available yet. Hopefully will have something to report in near future.
- ❖ \$10 charge to have email on devices will go away, other than those with special needs like keeping HEPPA data encrypted, etc. MCO, HP.
- ❖ As final reminder Office 2013 pushed out to desktops and MACs. John encourage everyone to follow the click and install directions. On Jan. 17 it WILL push out automatically. Some conversion problems with some 32 bit applications. Visio 2010 would not convert properly. Everything is not solved yet. Trying to track problems.

3. Update: State Authorization for Academic Programming

- ❖ Deb Thalner on most up to date regulations if you take educ into other states and authorization needed. Every state has different definition of “recruiting” “advertising”. We are concerned with the online implications. Where do we need to worry, where are we OK. If you have online programs recognize students from other states may be impacted, especially if internships are part of the program. This came about because of concerns over legitimacy of online universities. Handout outlines states and requirements. Green – good to go. Red – no no. Deb in process of working with advisors and DHs. We won’t admit MA. Some can have students in internships but can’t go there and visit them. On website there is blurb that if you are from other states we may not be able to be admitted but each case will be individually reviewed. Yellow and Green easy. Red are hard. Numbers/number = student actually in vs applications. Implications for golf/tennis internships. Odd rules. Robbie heading up and where she sees problems. Have gone to states to work with them. If in green we’ve checked and we’re OK. Another trigger – if FACULTY live in other states and teach for us online may be a problem. Ferris is not a target – but we will have to follow rules. Most states are trying to be reasonable. SARA – state authorization reciprocity agreement. Not yet a reality?? Not clean and clear – so check with Robbie if you have concerns.

3.1 Introductions to include new members.

4. Discussion regarding ALC structure

- ❖ Andy gave short overview of ALC history. Chairs Council name changed to ALC when membership diversified. Most in agreement group make-up is a good thing, although each agenda item may not apply to all. Possible thoughts on meeting schedule as we move forward broached, including having full group meeting only as needed, having one meeting per month for full group and one for ad hoc groups. Membership agreed a regularly scheduled meeting each month was preferable so members can plan accordingly with agenda out in timely manner. Suggested devising system for getting subgroups together for specific initiatives and identify stakeholders. Members will be asked to have agenda items to Andy by Thursday prior to meeting and cancellation will be announced by Friday. Andy will look into generating a survey via email to gain additional feedback. Send Andy ideas for any possible subgroups.

5. Open Forum

- ❖ Deb Thalner reported the Wait List system is ready to go for summer. More communication starting next week. Please consider using for high demand courses. On website click on online wait list to link to information.
- ❖ Deb Thalner also reported interviews are being scheduled for Assoc Provost for Online position and last week of January open sessions will be held. Please look for schedule when announced and plan to attend.
- ❖ Peter Bradley announced the Honors Invitational will be held March 1st. Honors calendar will have info but also emails will be sent at more info and numbers are known.
- ❖ Piram Prakasam reported 90 students were scheduled for spring orientation/registration but only 1/3 made it due to extreme weather conditions. Orientation was adjusted accordingly and he thanks everyone who pulled together to make this successful.

6. Updates from Colleges/Departments

- ❖ Please email Andy if you have a topic of interest.

Adjourn: 9:55 am