

EXECUTIVE COMMITTEE CHARGES FOR 2017-2018
Report of Progress on Charges

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ACADEMIC RESOURCES AND COMPUTING (ARCC)

A. Below please find information addressing the charges and list of accomplishment of the committee during the last academic year.

1. Allocate ARCC resources (Fall and Spring), including Dee Family Technology Grant funds, using consistent, objective, fair and reasonable criteria.

This year, due to leftover money from the Spring 2017 round, we were able to hold a Fall 2107 funding round for the Dee Technology Grants. We were able to fund 8 of the 10 submitted grants submitted, totaling \$31,283.08. Statistical analyses of the ranking of the applications indicated that rankings (i.e., which grant was the best, second best, etc.) were statistically similar between the members of the group. For the overall total score rank analysis, the statistical agreement among members was 99.2%. [Analyses entailed converting raw rating scores each person on the committee provided to rank order scores, and then calculating average deviation scores from the average rank score – (i.e., z-scores). Z-scores that fell within 2 deviation units (i.e., 2 z-scores) of one another were considered statistically similar. Thus, there was a high degree of consistency in the evaluation of the grants among the 12 committee members.

In the Spring of 2018, ARCC was just barely able to fund all 19 submitted ARCC grants, totaling \$123,099.36. Statistical analyses of the ranking of the applications indicated that rankings were statistically similar between the members of the group. For the overall total score rank analysis, the statistical agreement among members was 97.0%. ARCC was able to fund 8 of the 12 submitted Dee Technology Grants submitted in the Spring of 2018, totaling \$32,354.00. Statistical analyses of the ranking of the applications indicated that rankings were statistically similar between the members of the group. For the overall total score rank analysis, the statistical agreement among members was 98.8%. Thus, there was a high degree of consistency in the evaluation of both of the grant types among the 12 committee members.

The following Dee grants were funded in the Fall of 2017.

Project	Project Director	Department	Amount
IDA Pro for CS6740 and NET 4740	Kyle Feuz	Computing & Computer Engineering	\$5,133
Equipment to support Mixed Reality and Virtual Simulation Courses	Richard Fry	School of Computing	\$1,950
Autonomous Vehicle Algorithm Testing Platform	Scott Hadzik	Automotive Technology	\$2500
ACT Lab Expansion to Enhance Teaching and Research Opportunities	Molly Morin	Visual Art and Design	\$10000
Develop iOS Platform Subject Matter Expertise in the School of Computing	Ted Cowan	School of Computing	\$1700
Laptop Request to Evaluate the Health Risks of Electronic Nicotine	Todd Hillhouse	Psychology & Neuroscience	\$3400.08

Proposal to Purchase Participant Management and Tracking Software	Aaron Ashley	Psychology	\$1400
Digital Brushes, Interactive Design, and Digital Portfolios	Jeremy Stott	Visual Art and Design	\$5200
Total			\$31283.08

The following ARCC grants were funded in the Spring of 2018.

Grant Title	Project Director	Department	Amount
3D Electronic Printer for Circuit and Device Fabrication	Justin Jackson	Engineering	\$20000
Ultrasound Bone Densitometer	Saori Hanaki	HHPH	\$5250
Acquisition of Chromperfect Software to Enable Recording of Gas Chromatography Chromatograms on a Desktop Computer	Don Davies	Chemistry	\$2215.50
Classroom Capture Upgrade	Amydee Fawcett	Supply Chain Management	\$2814.20
Wildcat Clicks: Using Student Response Systems to Enhance Student Engagement + Research Too!	R.C. Morris	Sociology & Anthropology	\$3300
Integrating Agent-based Computer Modeling and Simulation into Postsecondary and K-12 STEM Education	Lin Xiang	Zoology	\$6890
Multi-platform Professional Digital Cameras	Paul Crow	Visual Art & Design	\$6945
Electric Diagram Demonstration Station	Scott Hadzik	Automotive Technology	\$3000
Geochemist's Workbench Software for Teaching & Undergraduate Research	Carie Frantz	Geosciences	\$3799
The Interactive Classroom: Distance and Face-to-Face Collaboration	Jason Francis & Shaun Adamson	Library	\$10780.92
Laptop Upgrade for Online Learning	Brooke Kelly	English	\$6400
Purchase of xMAP Instrument MAGPIX for Multiplex Immunoassays	David Aguilar Alvarez	Athletic Training and Nutrition	\$6750
Neural Network Exploration using FINCH Robots	Lauren Fowler	Psychology & Neuroscience	\$1737
Osmometer for HP Lab	Saori Hanaki	HHPH	\$10245
Refurbishing and Purchase of Reverse Osmosis (RO) Systems for the WSU Main & Davis Campuses	Rod Hansen	Athletic Training & Nutrition	\$3356.53
Yamaha QL Digital Sound Console & Wireless Microphones for Sound Design Instruction and Department of Performing Arts	Jessica Greenberg	Performing Arts	\$12486.50
Statistics & Data Science Program	Julian Chan	Mathematics	\$8000
Test and Measurement Equipment for Teaching and Senior Projects	Suketu Naik	Engineering	\$5282.70
Virtual Machine Expansion	Randy Boyle	Management Information Systems	\$3847.01
GRAND TOTAL			\$123,099.36

The following Dee Grants were funded in the Spring of 2018.

Grant Title	Project Director	Department	Amount
Radio Frequency (RF) Components for Open Source Antenna Pattern Measurement System	Christian Hearn	Engineering	\$5480
E-cigarette Self-Administration Chamber for Mice to Evaluate Rewarding Properties of E-cigarettes	Todd Hillhouse	Psychology	\$9000
Electric Vehicle Research	John Kelly	Automotive Technology	\$5000
Google I/O Technical Training	Josh Jensen	Computer Science	\$1929
Global Positioning System and Photographic Equipment for Archaeological Research	David Yoder	Sociology & Anthropology	\$1720
NeuralWare Predict Data Analytics Software for Prediction, Classification, and Clustering	Jeff Davis	Accounting	\$1525
Underground Thermal Energy Solutions in Packed Beds	Glen West	Engineering Technology	\$7000
Programming Voice-Activated Devices	Drew Weidman	Computer Science	\$700
GRAND TOTAL			\$32,354

2. Review funding criteria and procedures for ARCC and Dee Family Technology for possible revision or clarification.

During our meeting in September 2017, ARCC discussed the need to modify the ARCC Grant form as to better reflect the scoring criteria. A subcommittee consisting of Miranda Kispert, Daniel Hubler, and Miland Palmer met and drafted changes which were approved by the rest of the committee. The new ARCC grant form can be found here: https://www.weber.edu/ARCC/ARCC_submission.html. During the January 2018 meeting we discussed the need to modify the Dee Grant scoring rubric and grant form. The main issue that needed to be addressed was that the rubric and grant did not properly reflect all of the categories that individuals could apply for. Specifically, neither the grant form or scoring rubric addressed grant applicant applying for one-time technical support for the development of special software related to a specific course or costs associated with one-time faculty training in an area of technology directly applicable to the academic mission of the institution. Thus, it would be difficult for those applying for a Dee grant under those categories to receive favorable scores given the current scoring rubric. At the meeting, we also discussed including an optional “point deducted” category that could be applied to grants that were poorly written or incomplete. A subcommittee consisting of Miranda Kispert, Daniel Hubler, and Shannon McGillivray met and drafted changes to the Dee Grant, Dee Scoring Rubric, and ARCC rubric. The changes were presented to the committee and approved. The modified documents can be found here: <https://www.weber.edu/ARCC/dee.html> and here: https://www.weber.edu/ARCC/ARCC_submission.html. Additional discussion of the success of these modifications will continue in the Fall of 2018.

3. Assess faculty and possibly student computer needs, solicit faculty input and lobby for faculty computer-related interests.

A major endeavor of ARCC this past year was to systematically assess the software needs of individual departments. Specifically, each department was asked to provide information regarding what software they are paying for out of pocket (and how much if they were okay with providing this information), what software they wish they could have, and what software their department could not live

without. One motivation for collecting this information was that there are, of course, occasions when IT cannot afford to buy faculty all the software we would like, and thus departments and colleges may pay for software out of pocket. While many of our software needs are very specific to our area, there are also a number of overlapping needs/wants. For example, there are some departments paying for the same software out of pocket, or departments that list the same or very similar software on their "wish list." It was my hope that in areas where this occurs, departments might be able to save money on the purchase of software by coordinating with one another, and to also promote software sharing between departments and colleges. In addition, in discussion with IT purchasing, it was indicated that they are often somewhat unaware of what faculty want and need and having more information that could inform purchasing would be very valuable and helpful. Collection of this information was completed during the Spring of 2018, and this information was shared with all departments, college deans, as well as WSU IT. A link to the google sheet containing this information can be found here:

<https://docs.google.com/spreadsheets/d/1qqhTZ8C5BbhtMVBmVQVtFqy4MNIh2UgyoM584B8Wn8Q/edit?usp=sharing>

ARCC plans to continue to update this form at least on a yearly basis and continue to share this information with departments, colleges, and IT.

In addition, on Monday September 11th, ARCC hosted a WSU IT Town Hall. Prior to the town hall, questions/concerns regarding IT-related issues were solicited. At the town hall, these questions and comments, and others were addressed. In addition, there were three small presentation on Kaltura (lecture capture software), updates from CANVAS, and Student Services rollout of the new student job/internship portal Handshake were discussed. The full video of the Town Hall event can be found here:

https://1533221.mediaspace.kaltura.com/media/WSU+IT+Division+Town+Hall+Meeting/0_dz1j07od

Finally, last year pilot data was gathered regarding what current WSU-provided software faculty are using. Somewhat alarmingly, the result suggested that many faculty are not aware of what software is available to them. Currently, the list of WSU provided software can be found at weber.edu/software - halfway down the page (somewhat hidden). While there is a list of the software, it is quite unclear how to access it, or what that software does. To that end, ARCC has brought up the issue with Matt Cain (who is in charge of that site) and have also brought Andrea Jensen (WSU online) and Colleen Packer (Teaching and Learning Forum) on board with creating a new software website. This website will list all available software, will allow people to search for software based on function, it will have information about what the software does, how to get it on your computer, and eventually links to training videos. This new site is currently on track to be completed and rolled out mid-to-late fall semester 2018.

4. Maintain close communication with other IT related entities on campus (for example, WSU Online and the IT governance council) in order to:

- **Examine product implementation in computer labs and assess faculty input to determine if some products could be used on a campus-wide basis.**

The new information regarding Departmental Software Usage and needs described in the first paragraph under point 3 also applies to this current point. This information regarding what software departments are purchasing, using, and would like to purchase has been disseminated to departmental chairs and deans. In addition, this information has been provided to IT so they will have a clearer understanding of faculty software needs in order to better inform purchasing decisions.

- **Review (with computing support) and assess faculty concerns regarding standards and policies for hardware and software purchases.**

ARCC has remained in contact with Nancy Jarvis from IT Policy, Planning, and Assessment, and she has been invited to ARCC meetings. This academic year there were no changes to IT policy documents that necessitated faculty input.

- **Provide the faculty point of view in regard to the review, discuss and communication campus wide, of the security policies, procedures, and practices to protect student, faculty, and staff data.**

An ARCC representative has been to all ITGC and ITC meetings to serve as a faculty voice regarding these matters.

- **Provide faculty input regarding new software implementation.**

ARCC has been actively involved in the new WSU software portal. ARCC has worked to encourage creation of this new site, has worked to provide input on what information should be included with each software item, and is currently working to provide input regarding layout of the new site, functional grouping categories for the software, and tags that will be helpful in searching the software database. In addition, ARCC will continue to help host and create a town hall event where faculty and IT can communicate and address important IT-related issues at WSU.

5. Create a structure that allows ongoing collaboration between ARCC and the IT Governance Council.

Shannon McGillivray, ARCC chair, has attended and participated in all ITGC meetings, ITC meetings, Academic Portfolio meetings, and I have solicited input and advice from and frequently communicated with IT. In addition, there is always at least one, if not more, ITGC members at ARCC meetings. I have also met with Bret Ellis, Shelly Belflower, Ty Naylor, and Matt Cain to discuss collaborative endeavors between ARCC and WSU IT.

B. Number of committee meetings held since August 2016

We have held 4 in-person full committee meetings, two in the fall, and two in the spring. In addition, information, questions, and assignments have been distributed to the full committee via email as needed.

C. Attendance of committee members

All committee members, or a suitable replacement, attended all meetings.

D. Names of exceptionally outstanding members who provided significant service

All members were helpful and contributed to ARCC. I would like to make specific mention of Miranda Kispert, Daniel Hubler and Miland Palmer, Linda DuHadaway, and Bridget Hilbig who volunteered for additional committee work (see point below).

E. Subcommittee or special assignments

A subcommittee consisting of Miranda Kispert, Daniel Hubler, and Miland Palmer met to review and draft changes to the ARCC proposal form. A subcommittee consisting of Miranda Kispert, Daniel Hubler, and Shannon McGillivray met to review and draft changes to the Dee Technology grant form and scoring rubric. Recently, a subcommittee consisting of Miranda Kispert, Miland Palmer, Bridget Hilbig, and Shannon McGillivray met with Matt Cain to discuss the organization and layout of the new WSU Software Portal. This subcommittee will likely expand over the summer and the fall and will include more ARCC members who can provide faculty input for this exciting new software site.

F. Suggestions regarding new directions the committee may pursue and ways in which the committee can increase its effectiveness

Many of the charges from the current year will be an ongoing process. For example, ARCC will continue to allocate ARCC and Dee Grant funds, and to modify the procedures as needed, assess faculty and possibly student computer needs, solicit faculty input and lobby for faculty computer-related interests and maintain close communication with other IT related entities on campus. In addition, ARCC should continue to work closely with Matt Cain and his associates on the new WSU Software site in order to provide insight and input on the design and rollout. ARCC will continue to solicit and update data regarding department software usage and needs, and to encourage software cost sharing between these entities. Another WSU IT Town Hall will be held and information and input from the Town Hall meeting should also serve to better inform ARCC of the needs and IT-related concerns of faculty and staff at WSU.