October 2, 2006

To: Belva Jones, Chair, AcITAC
From: James R. Staub, Associate Provost
Re: Academic IT Advisory Committee

As you know the Academic IT Advisory Committee officially reports to the Provost, who is also responsible for naming certain members, naming the chair, and setting the specific charge from year to year. The interim Provost and I have discussed the committee and two new initiatives for this year. The two initiatives are setting up a “Blackboard” subcommittee and the subcommittee chair periodically appraising ECOS of issues before the committee and their status. We’d like the committee (as well as the subcommittee) to get started as soon as possible, working from the base it established last year but also taking into account the following specific guidelines.

**Charge.** Start with the charge from last year and make recommendations during the year on any revision (the charge from last year is shown below)

**Membership.** Start with the same composition as last year, updated as appropriate to start a new year (last year’s membership is shown below).
- Confirm with the Faculty Senate that all faculty appointees are available and willing to serve this year.
- Confirm the appointee from the R&D Office.
- Bobbie Evans will replace Paul Rowland as the representative from the School of Education.
- Academic Affairs will sometime soon select a replacement for Ryan Alter.
- Contact Staff and Student Senates to determine their appointees.

**Chair.** Assuming that you are willing to serve again this year, we will be happy to reappoint you as chair.

**Direction.** In addition to other business you may elect to address, the interim Provost would like you to appoint a new standing subcommittee to focus on academic, technical and operational issues related to learning systems in general and specifically the Blackboard learning system utilized on campus. The subcommittee will develop and recommend policies in this area and report recommendations via the subcommittee Chair to the Provost.

We recommend that the subcommittee be composed of (a) the AcITAC Chair, the Dean of Libraries, a CAS Associate Dean, three faculty members not currently serving on the
AcITAC, one staff member, one student, and one technical representative from CE; (b) the AcITAC act then to fill the positions identified for the subcommittee; and (c) the Chair of AcITAC and the subcommittee meet with ECOS to work out a protocol that assures the Faculty Senate is aware of and consulted on topics of interest in the subcommittee.

Five individuals were nominated for sub-committee membership during the Academic Officers meeting on 26 September 2006. They are Bonnie Allen, Dean Sorenson, Cameron Lawrence, Todd Cochran, and Jonathon Tompkins. The proposed technical representative is Ralph Johnson from Continuing Education.

If you have questions please don’t hesitate to contact me.

Cc: George M. Dennison, President and Interim Provost