

HARVARD UNIVERSITY



FAS Standing Committee on IT Meeting Minutes

December 18, 2013 | Tuesday | 1:00 pm to 2:30 pm | Barker Center, Plimpton Room

Attending

Co-chairs

Anne Margulies
Greg Morrisett

Members

Gary King
Jim Waldo
Howard Georgi
Jay Harris
Eric Jacobsen
Harry Lewis
Daniel Smail
Kelly O'Neill
Peter Bol
Katie Vale (ex officio)

Guest

Jason Shaffner

Staff

Valerie Beilenson

I. Video Pain Points Update

a. Summary

Short term	Longer term
New options for capture –including self-service—for spring; support and communications plan in place for Feb	Conducting Buy vs. Build analysis for standardized lecture capture and processing by HUIT Digital Video Services
FAS leadership will come to Feb FSCIT to discuss upcoming 5 renovations	CIO Council to review options and make recommendations
	Determine funding models
	Develop ongoing process for faculty input on classrooms, including evaluation, refurbishment, etc.

The new video services overview for faculty (currently on the ATG site, working to place it on the main HUIT site) can be found [here](#).

b. Faculty Comments

- i. Q: Why is MTS its own unit in FAS and not part of HUIT?
A: This set-up is historical.
- ii. Q: How will the new video services catalog be communicated to faculty?
A: FAS Academic Technology will send out a mailing to the entire atg-announce list letting people know about these new services. Katie Vale will also personally reach out to every department head. Peter Bol suggested combining this announcement with a HarvardX announcement about opportunities for faculty to create small modules.

II. Student Information System (Jason Shaffner)

a. Summary

- i. Please see attached PowerPoint presentation

b. Faculty Comments

- i. User experience
 1. The success of SIS will be judged by the user experience so it is important to get early faculty input and to design the system to require little to no training.
- ii. Data stewardship
 1. Faculty should be involved in the data stewardship discussion.
 2. What types of data will be available through APIs?
- iii. Impact of change
 1. Changing how the business needs and processes of departments work will be more challenging than the technological implementation and will require careful attention.

2. As iSites and SIS continue to be refined, those groups will come back to this committee to describe the functionalities that exist, in which systems they exist and where there is overlap.

###