

**Minutes of Meeting
November 21, 2008**

Attending: Lisa Naugle, Chair (UCI), Jackson Beatty, Vice Chair (UCLA), Anthony Joseph (UCB), Felix Wu (UCD), Leonard Mueller (UCR), Brett Stalbaum (UCSD), Donna Hudson (UCSF), Joel Primack (UCSC), Naomi Lew (Undergraduate Student Representative), Jonathan Beutler (Graduate Student Representative), Mary Croughan (Academic Council Chair), Harry Powell (Academic Council Vice Chair), Todd Giedt (Academic Senate Associate Director), Brenda Abrams (Policy Analyst)

I. Chair's Announcements

The Chair welcomed the committee members and encouraged active participation in meetings. Members introduced themselves and indicated their interest in computing and communication issues.

II. Minimum Information Technology Standards

The minimum Information Technology (IT) standards guidelines were developed last year. UCCC should review the guidelines and decide if the document should be submitted for systemwide review.

Discussion: There are cost implications but the guidelines do not specify funding requirements. An earlier draft included very specific software and hardware requirements but this version has more general recommendations given that needs vary across departments and disciplines. The committee discussed the need for minimum standards and various strategies to investigate this at the campuses. At some campuses, faculty do not have equipment to do their work, while faculty at a few campuses are provided with funds to purchase technology. Arts faculty have cost barriers that do not exist for other fields. The committee discussed access and the Americans with Disabilities Act (ADA) but decided not to include ADA compliance in the guidelines because of the complexity and expense involved. Campuses may have a central office that purchases technology, but equipment is not replaced or upgraded on a regular schedule. The guidelines should recommend a policy for the cyclical replacement of technology and a few additional minor changes were suggested. The committee voted to submit the guidelines to Council with a request that a systemwide review be approved at the December 2008 meeting.

Action: The Chair will incorporate the committee's feedback into the guidelines and when finalized, they will be submitted to Senate Chair Croughan with a request for systemwide review.

III. Consultation with Academic Senate Office

Mary Croughan, Senate Chair, Harry Powell, Senate Vice Chair, Todd Giedt, Senate Associate Director

The Associate Director provided a brief overview of procedural issues, including how issues are submitted to Council for consideration. The committee has assigned consultants and can invite guests on an as-needed basis, including a legal expert. Chair Croughan discussed the code of conduct. Members should discuss issues with their campuses and bring information back to UCCC. There will occasionally be confidential issues. The restructuring of the Office of the President has impacted every division and UCCC may not get information requested because there are limited analytic staff. There is a situation involving copyright issues at UCSF which might be referred to UCCC for discussion. There was a short-lived effort at OP to identify priorities related to access issues for individuals with disabilities.

The Chair reported on the Regents meetings held this week. Three critical presentations were postponed due to protests. The budget was a major focus of discussion. The budget request from the president to the legislature will be for an amount which is the actual cost of operating the UC system, approximately \$900 million. The Regents did not approve a student fee increase, but this will be considered again in January. The second year of the faculty salary plan will be in the 2009-2010 budget. A deficit of \$200 million for 2008-2009 is anticipated. OP is absorbing what it can, but the majority of the cuts will be passed along to the campuses. Unlike in the past, President Yudof is providing information about the impact of the budget cuts on UC's quality. UC will begin to discuss limiting enrollment by reviewing data. There are currently about 5,000 students annually for which the state does not provide funding. The president does not want to cut enrollment, but the Regents are receptive to this strategy. It may be that fewer freshmen and more transfers are accepted. The Chair also noted that President Yudof utilizes data in his decision-making.

Discussion: UCCC's chair asked about the status of the Shared Research Computing Services Pilot Project and Chair Croughan clarified that it was not endorsed by the Council of Chancellors. The budget for this project has been reduced and will come out of the IR&C budget. UCCC was encouraged to prepare questions about this project for the committee's consultant, David Ernst, Associate Vice President of Information Resources & Communications and Chief Information Officer. There are questions about the projects included in the pilot, what disciplines are involved, the level of faculty and student involvement, and Senate representation on the advisory body. Chair Croughan is not aware of a response to the cyberinfrastructure memo from immediate past Senate Chair Brown to former Vice Provost Hume, and this initiative might be new to Vice President Ernst since he joined UC in June 2008. It is not clear if money is available for some of the initiatives explored in recent years, and decisions have been made about what should and should not be included in the budget. There is a task force to follow up on the dialectic on remote and online instruction. The membership list should be available soon, and UCCC's chair should be on it.

Action: The Policy Analyst will draft a memo requesting a response from Academic Affairs regarding creation of the cyberinfrastructure.

IV. Remote and Online Instruction

Online collaboration tools: UCCC's UCSF representative provided a brief overview of the online collaboration tools. In the past, the committee discussed using online tools to communicate between meetings. Google Docs is a free option the committee might utilize for projects where online security is not a major concern.

Google email: The UCSC representative reported that UC signed a contract with Google to handle undergraduate and graduate student email. UC Davis is the first campus where this is being rolled out, and UCSC is considering using Google email. Initially using Google email was to be on an opt-in basis, but Davis decided to make it opt-out. The UCSC's representative's concerns about aspects of the contract resulted in the renegotiating of some of the terms. The revised contract now stipulates that Google does not own the content of the emails, will never have a legal interest in anything students send or receive, and will never claim copyright or use. The content will not be analyzed so students will not receive advertisements. Campuses must report to Google every six months all the students who registered for any classes, and identity management will be handled by the campuses. Students that have not registered for a class in twelve months and alumni will no longer be considered a student and the email will be switched to a regular Google Gmail account. According to the contract, any subpoenas received by Google will be forwarded to UC. Google will not turn over any records, and efforts will be made to notify the students affected. Google is not charging anything and students receive enhanced services. Once a person is no longer a student, Google may own the content.

The seven year contract can be terminated by Google with six months notice and by UC with one month notice. This is problematic because the emails are stored in Google's proprietary format on its servers. Google will never share its software for reading the email and Google has not promised to send the email back in a format that can be used. UCD has stated that there are no concerns about recovering email and that it is unlikely that Google would end the contract.

Computing space: The UCSC representative reported that UCSD recently lost the contract to host a National Science Foundation-supported center for supercomputing, although the machine is still on the campus. A number of campuses have no physical space and cooling capacity to host faculty clusters. While efforts are underway to address the lack of space at the campuses, a short-term solution may be to use the supercomputing machine at UCSD. There would be no charge for cooling or power.

Financial aid for student technology: UCSC's representative wondered if committee members are aware of resources to assist needy students with obtaining computers and software. Apple and Dell may have arranged for rebates from the purchase of a certain number of machines for undergraduates to be applied to the purchase of computers for

needy students. There may special deals if a campus standardizes on a certain brand. Campuses might work together to make the purchases to get better prices.

Discussion: Another campus explored the use of Google applications and decided against utilizing Google. This campus had concerns about Google's compliance with subpoenas and confidentiality issues related to the Family Educational Rights and Privacy and the Health Insurance Portability and Accountability acts. Placing student grades even on a protected third party website is a violation of UC policy. Google would not agree to store the data on the campus' servers and there is no guarantee that the servers would be in the United States. The committee discussed concerns related to the security of the information, including the potential access to a server by Google staff based outside the United States. It could be problematic for students involved with faculty's classified research projects to use Gmail. Google and Microsoft approached UCD around the same time, and a small committee selected Google without Senate input. Several campuses will be hosting email locally, which will allow for continued use by alumni.

The committee discussed the benefits and costs of campus versus individual faculty ownership of computing systems. Campuses can do cost-sharing in some instances by providing space, power and cooling.

UCCC considered different strategies for acquiring discounts if computer equipment is purchased on a large scale. Specific needs vary across disciplines therefore one type of computer will not work for everyone. The minimum IT standards could include a recommendation that there is a need to keep the computer lab spaces open because of the prohibitive costs of software and equipment. Some members felt this is a non-issue since the price of computers has decreased.

Action: Members will investigate whether their campuses have arranged deals to purchase computers and if there is data regarding the types of computers being used.

V. UC Information Technology Leadership Council

The committee should develop a list of questions for Vice President Ernst about the Shared Research Computing Services Pilot Project. The shared research computing clusters will be a significant expense for each campus. Two concerns are whether this expense is justifiable given the current budget situation, and what happens to faculty who are not involved.

Discussion: Central questions are whether UC can run a large data center or if it should be outsourced to a commercial provider and what are the associate risks. It may be more cost effective for UC to rent and not buy computer resources, and UC should explore opportunities for cost sharing with external funding sources. UCCC identified additional questions. It was noted that faculty who are not principal investigators or who are not in the sciences do not have access to computing facilities. The committee expressed concerns about why none of the members were aware of the pilot project.

VI. Member Items/Campus Reports

Berkeley: A study found that the total campus technology expenditure is \$150 million. For a total of about 56,000 faculty, staff and students the expenditure per head count is \$2,600. Over the past eight years, spending per head count is down 17% after adjusting for inflation. Compared to peer institutions, in 2003-04 UCB spent \$2,300 per head while MIT spent \$5,900, although as a percentage of the budget the expenditures were comparable. Projects have included improving networking in and between buildings. UCB is re-evaluating how to fund and spend money on IT, including how to build technology refresh into the plan.

San Francisco: The CIO group advisory committee has discussed email accounts and determined that UC-based accounts should be used. There are concerns about the security of personal digital assistants, and special concerns in the medical environment because of HIPPA compliance. The construction of the new hospital at the Mission Bay site will probably be postponed, and there are many IT issues related to this. Older facilities will eventually be closed.

San Diego: The IT committee has discussed the cyberinfrastructure and determined it was difficult to make technical recommendations because it is unclear how it would be used. There are issues related to upgrading technology in buildings. CalIT2 provides physical space and an umbrella for a number of different resources for the Humanities and Arts at the graduate level, and there are cost-sharing agreements and a recharge model to help maintain funding for arts research.

Davis: Gmail service is under discussion. The issue of campus-level identity management is being encouraged and David Walker is one of the consultants working with UCD as an IT architect. Departments are currently managing different kinds of identification authentication systems and the move will be to a single sign-on.

Irvine: There are similar discussions about security and how to acquire certain technologies. There are new buildings with high tech equipment. How multiple initiatives will be fulfilled is a major question. The UCI representative on the ITLC is providing an understanding of how ITLC addresses the IT issues at the campus. CalIt has space that can be used by different disciplines, including the Arts, on a project by project basis.

VII. Use of Technology in Different Disciplines

San Diego: For undergraduate computing and the Arts there is a problem with delivery spaces. The traditional computer lab has outlived its use and a building will be remodeled to offer spaces with rich a collection of peripheral devices for the Arts. It is difficult to develop these types of spaces and it requires significant planning. Different departments are cooperating to repurpose spaces for new technologies and identifying overlapping areas across departments so equipment can be shared. This is happening on both the academic undergraduate and research sides.

Los Angeles: Instruction in the department of Psychology has moved into the computer labs. Labs were funded and refreshed in a partnership with Extension that allows them to use the space after hours. The computers will be refreshed every three years.

Riverside: Chemistry is moving toward computational chemistry in training, and there is an effort to build up the department's computing facilities. There were dedicated machines and now shared equipment is being purchased. For freshman, online homework assessments and smart classrooms are being used to engage students.

Irvine: Performing Arts is developing smart studios with a variety of high tech features, including specialized equipment to transform the rooms so they can serve multiple purposes. This allows students to develop skills in a variety of disciplines.

San Francisco: Medicine is using technology heavily in areas such as diagnosis. There is no part of medicine that does not use technology. One issue is the lack of an interoperability standard. Hospital systems cannot communicate with one another, although resolving this is not related to the technology itself.

Santa Cruz: Online homework systems are being used in heavily impacted courses for pre-med students, and faculty think the online systems are terrible. This is also a result of budget cuts for undergraduate readers. A problem with the online system is that the questions are very stylized and do not allow for free form answers. Students are charged \$20 annually when a textbook is purchased to cover the cost of the online system. This charge would pay for the readers, but UC cannot charge this fee. Students are also charged for clickers, and UCSC has just standardized on one brand.

Berkeley: Students are allowed to sell the clickers back to the bookstore.

VIII. New Business

Chair Naugle explained the sexual harassment prevention training compliance letter from Provost Grey, and requested that the committee decide whether it should opine on the matter.

Action: UCCC opted not to opine.

Meeting adjourned at 3:45
Minutes by Brenda Abrams
Attest: Lisa Naugle