

**Faculty Council Standing Committee on Information Technology
Annual Report – for September 1, 2023 to June 30, 2024**

Members:

Name	Representing	Term Ends
Ryan Brooks	Agricultural Sciences	2025
Tobin Lopes	Health and Human Sciences	2025
James Stekelberg	Business	2024
Sudeep Pasricha	Engineering – Vice Chair	2025
Leisl Carr Childers	Liberal Arts	2025
Jerry Magloughlin	Natural Resources	2026
Robert Paton	Natural Sciences	2025
Gregg Griffenhagen	Veterinary Medicine and Biomedical Sciences - Chair	2025
Lori Oling	University Libraries	2025
	Undergraduate Student Representative	2023
	Graduate Student Representative	2023
	<i>ex Officio members</i>	
Brandon Bernier	Office of Vice President for Information Technology	
Sue Doe	The Institute for Teaching and Learning	
Christa Johnson	Associate Vice President for Research	
Eric Tisdale	College IT Advisory Council	
Ross Madden	Administrative Professional Council	
Melinda Smith	Faculty Council Chair	

Date of Meeting: 09-29-2023

In Attendance: Griffenhagen, Gregg (chair); Brooks, Ryan; Pasricha, Sudeep (vice-chair); Bernier, Brandon; Oling, Lori; Magloughlin, Jerry; Tisdale, Eric; Stekelberg, James; Ramsey, Candace; Doe, Sue; Madden, Ross

Date of Meeting: 11-17-23

In Attendance: Gregg Griffenhagen (chair), Ryan Brooks, Tobin Lopes, Eric Tisdale, Sudeep Pasricha (vice-chair), Ross Madden, Jim Stekelberg, Melinda Smith, Candace Ramsey, Lori Oling, Christa Johnson, Sue Doe, Jerry Magloughlin

Date of Meeting: 12-21-23

In Attendance: Gregg Griffenhagen (chair), Brandon Bernier, Sue Doe, Ryan Brooks, James Stekelberg, Tobin Lopes, Melinda Smith

Date of Meeting: 01-26-24

In Attendance: Gregg Griffenhagen (chair), Ryan Brooks, Kacie Reed, Leisl Carr Childers, Candace Ramsey, Ross Madden, Lori Oling, Sue Doe, Sudeep Pasricha (vice-chair), Jim Stekelberg, Brandon Bernier, Robert Patton, Tobin Lopes

Date of Meeting: 01-26-24

In Attendance: Gregg Griffenhagen (chair), Ryan Brooks, Kacie Reed, Leisl Carr Childers, Candace Ramsey, Ross Madden, Lori Oling, Sue Doe, Sudeep Pasricha (vice-chair), Jim Stekelberg, Brandon Bernier, Robert Patton, Tobin Lopes

Date of Meeting: 02-29-24

In Attendance: Gregg Griffenhagen (chair), Ryan Brooks, Kacie Reed, Leisl Carr Childers, Candace Ramsey, Ross Madden, Lori Oling, Sue Doe, Sudeep Pasricha (vice-chair), Jim Stekelberg, Brandon Bernier, Robert Patton, Tobin Lopes

Date of meeting: 03-29-24

In Attendance: Gregg Griffenhagen (chair), Ross Madden, Peggy McCready, Jamie McCue, Sue Doe, Eric Tisdale, Candace Ramsey, Jim Stekelberg, Ryan Brooks, Tobin Lopes, Lori Oling, Jerry Magloughlin

Date of Meeting: 4-25-24

In Attendance: Gregg Griffenhagen (Chair), Jerry Magloughlin, Tobin Lopes, Brandon Bernier, Kacie Reed, Ryan Brooks, Jim Stekelberg, Robert Paton

Date of Meeting: 05-31-24

In Attendance: Gregg Griffenhagen (chair), Tobin Lopes, Brandon Bernier, Ryan Brooks, Desiree Bautista, Eric Tisdale, Jamie McCue, Lori Oling, Candace Ramsey, Sudeep Pasricha (vice Chair)

Items brought to the committee:

- (9-29-23) Overview of the CSU System IT Governance initiative (Brandon Bernier)
 - The libraries representative (among others) must be mindful that they are representing several campuses.
 - TILT also requested that faculty representation be increased wherever possible. As the timeline for implementation is still flexible (possibly as early as Spring '24, but to be rolled out in phases), representation within the various groups is still in flux.
 - Future meetings of the CoIT will often be centered around the domains of the IT Governance Initiative

- (11-17-23) Research IT Updates and Changes (Candace Ramsey)
 - Focusing on computing, cyberinfrastructure, data security and compliance
 - The interest was in better serving researchers and their IT needs.
 - Numerous new service areas
 - Progress towards NSPM-33 implementation of classified information handling
 - Will be focusing on FAR 52.204-21: *Basic safeguarding of covered contractor information systems* in the short term.

- (12-21-23) Discussion concerning the use of AI/LLMs in the university – what are the guidelines, use cases, appropriate use, etc.
 - It was noted that the University does not have any overarching guidance on the use of AI for either faculty or students. The discussion centered around the need to further guidance from a larger group of stakeholders. TILT does have some resources, and the College of Business has a working group currently. The Educational Advisory Board (EAB) will be coming to CSU to present in a few months.

- (12-21-23) How can the CoIT affect change within the university?
 - The discussion brought up a number of ways that the CoIT could help the University as a whole – resolutions before the faculty, topical reports, edits to the faculty manual were noted. The shifts in IT and changes in the IT environment seen by the faculty and students were brought up as items that could be reviewed by CoIT.
 - A discussion around classroom accessibility was noted by Sue Doe to be important and needed to get on the schedule for Spring.

- (01-26-24) Meeting focus was on topics for Spring meetings (and future). Open call for topics was requested, with priorities to be discussed.
 - Several priorities were brought forth by the committee, including the state of AI in education, cybersecurity and technology in the classroom, a faculty survey for IT needs, and IT introductions for students. The priorities committed to included EAB and IT in higher education, technology and cybersecurity in teaching and learning, and the formation of a subcommittee for surveying faculty on their IT needs were prioritized.

- (01-26-24) The committee was also requested to weigh in on timing for technology priority meetings between chair and DoIT.
 - It was also agreed that the chair would meet with DoIT representatives (Brandon Bernier currently) to discuss technology priorities that should be brought to the CoIT at least quarterly.

- (02-29-24) Update on the IT needs survey was presented by Ryan Brooks.
 - The survey was noted to be available on the Teams site for comment. Brandon's office was enlisted to assist with distribution, and comments on the survey were requested to be sent to Ryan Brooks. There was discussion about crossover and duplication with the student survey, and so coordination with the student survey team was requested.

- (02-29-24) Mara Sedlins (data management specialist from CSU Libraries) presented information to the committee on open data, data management, and grant requirements.
 - The presentation by the libraries team raised some concerns about the timeline for implementation and lack of standards across the system. The use of templates and checklists for researchers was noted as something

that would increase compliance, but security and specific grant regulations would possibly hinder broader university acceptance. Recommendations were made to work with OSP to ensure compliance with both open data regulations and security needs.

- (03-29-24) University IT needs survey – timeline, other, overlap with student technology experience survey.
 - Response/Outcome: The overlap with the student technology needs survey was discussed, and it was planned to only distribute the survey to faculty due to overlap and survey fatigue. The importance of coordination was also discussed, and Peggy McCreedy, Jamie McCue, and Ryan Brooks would be working to get survey into a finalized state to be able to send out to the university.
- (03-29-24) An update on IT governance implementation was presented to the committee.
 - The new governance structure was outlined, and a call for nominations was put forth for multiple teams within it. The importance of faculty representation on the governance groups was reinforced.
- (04-25-24) Follow up from the open data discussion and IT needs survey were discussed.
 - The discussion of open data centered around creation of a smaller group to work on guidelines and dissemination to the larger university population. It was noted that this would likely be in the fall pending meetings with Mara Sedlins and other Libraries personnel. The IT needs survey was prepared to be sent out, with 4x\$50 gift cards as incentives pledged by Gregg.
- (04-25-24) An overview of the AI governance initiative was introduced to the committee.
 - Tobin Lopes presented on the University AI initiative, with discussion on the need to create a secure version of AI tools to safeguard sensitive data. A task force is being formed to explore AI governance by Brandon, with the goal of starting pilots by Jan '25. It was also noted that the human review of AI content would likely remain important.
- (05-31-24) Results of student technology survey were presented.
 - The main findings of the student technology survey were that connectivity issues (specifically Wi-Fi) continue to be a significant problem, with awareness of support services and access to software also being noted as an issue. Data privacy was also seen as an issue. Recommendations include improving the Wi-Fi infrastructure and mounting awareness campaigns for support services, software availability, and data privacy, with the implementation of these to Gregg, Brandon, Desiree Bautista, and Lori.

- (05-31-24) A cybersecurity update and discussion were led by Brandon Bernier.
 - The cybersecurity update centered around implementing a comprehensive cybersecurity plan by October 1, 2025, increasing training and awareness around data storage practices, and ensuring compliance with DoD regulations.