Meeting Minutes from
SENATE COMMITTEE – Education Services and Information Technology (SCEDIT)
STATE UNIVERSITY OF NEW YORK AT STONY BROOK
Date: October 27, 2023
Time: 3:00 pm – 4:00 pm
Location: Zoom Meeting
In Attendance: Keri Hollander, Scott Campbell, Joseph Balsamo, Moshe Eisenberg, Rose Tirotta-Esposito, Lenore Lamanna, Cynthia Davidson, Victoria Pilato, Diana Voss, Henry Joseph, Funio Aoki, Michael Ospitale, John Shackelford, Erez Zadok

Meeting called to order at 3:01PM, Adjourned at 3:59PM

Simeon Ananouhas a scheduling conflict and could not attend. He asked if we could continue and ask the three questions he posed to the committee. We will report our minutes out rather than offering the recording for review, the recording is only for the purpose of creating minutes.

We typically alternate who leads the meeting to make sure both Educational Services and Information Technology get a fair chance to present information. We will start with Educational Services this meeting.

Educational Services

Brightspace update from Diana Voss and Rose Tirotta-Esposito.

On our Brightspace service page we have shared that the course shells for Winter and Spring will be available on November 8th. If someone needs something sooner we ask you to open a ticket and provide the 5 digit class number that you'll see in PeopleSoft so that we can connect it to the proper class. We will send out notifications letting everyone know those courses are available via email, including instructions on how to set up your recordings in echo for winter or spring. We also will cover how to copy content from your old Brightspace course to your new Brightspace course.

Question: We have several courses that are undergoing major revisions, they will be offered in Spring 2025. So the PeopleSoft 5 digit code won't exist, how should we proceed?

Answer: Ask for a development site, you won't see a development tab in the interface until you request a course be created as a development site.

Question: In Blackboard we had the ability to create different groups for discussions by uploading a CSV file per group. On Brightspace we cannot do that. After engaging with Brighspace support they worked out an easy way, we still need to create a CSV file and give that to the support team who will create those groups on the back end. Thank you to the support team we appreciated the help and we would like to request adding this feature to Brightspace so the user can create groups.

Answer: Anyone on our campus can submit an enhancement request, to do that you need to create a Brightspace account and submit that to the Brightspace community. On our website we have asked Stony Brook faculty to help us vote up a suggestion, more votes means it gets a higher priority to get implemented. Thanks to these efforts we have gotten a few of our idea implemented already.

We also have a customer success Brightspace person named Jamie. Jamie can make sure our suggestions are on their radar and we communicate with the other SUNY campuses. We are part of a large university system, SUNY is made up of 64 campuses, so Brightspace is listening to us.

For example, in Blackboard we could submit a file or text for assignments. Brightspace doesn't have that feature, so we've asked for that to be included in a future update. They are also working on revamping the grading center, that's a major effort that is about 18 months out but they are working on this as well.

Decommissioning Blackboard, updates from Diana and Rose.

Official end date of service is December 18th, right now we are moving all the artifacts that we promised into a data archiving service called K16. We needed to shut off access so that work can finish before the December deadline. There is a lot of information in Blackboard, every course since 1999 is in there, so the files are large.

The retirement party is December 19th when we turn it off forever.

Question: How long are we going to keep this archive?

Answer: Student data is primarily what we are getting archived with K16 for three years. There is an existing Blackboard policy published and there will be a Brightspace policy published on the website regarding storage and archiving of data.

Question: My only concern are for programs that have accreditation, if we have an old course that was suspended and we want to teach it again the accreditation body may want that information from the old offering. Can we export our courses locally and then add them in the future?

Answer: Yes it's an export and you can store it. We are speaking with the Deans about retention rate, how long do we save everything?

Fact 2 - SUNY wide computing, teaching and learning

Diana is a FACT2 campus representative who sent out information to all department chairs and share that with their faculty. Rose posted their guidelines or their findings so far to the CELT website. There was a survey sent from the Provosts office regarding Educause, IT Tech Teaching with technology satisfaction survey.

Information Technology

Simeon has asked our committee to answer the following three questions.

```
Question 1: What are you most proud of about your work at Stony Brook?
Question 2: What are your expectations for the VP/CIO?
Question 3: How can I help you be even more successful at your job?
```

This will help frame our partnership to improve our dialog.

*** THIS SECTION WILL BE FILLED IN LATER, THE COMMITTEE WANTED TO WORK ON OUR RESPONSES AS A COLLABORATIVE DOCUMENT ****

Team Dynamix update from [Michael Ospitale](#)

Onboarding a couple of different departments one is Human Resources and we've made some significant progress with Procurement. They will have their own ticketing system within Team Dynamix. This will allow us to collaborate much more effective in those areas.

Victoria Pilato - Library Update

We are hoping to be done with our strategic planning by early December, we received a lot of feedback from a survey and we will be assessing that in the coming weeks.

We are forming hiring committees for new positions in the library.

```
Question 1: What are you most proud of about your work at Stony Brook?
Question 2: What are your expectations for the VP/CIO?
Question 3: How can I help you be even more successful at your job?
```

This will help frame our partnership to improve our dialog.