

## Academic Computing Advisory Committee

October 24, 2016 – 4pm  
Richter Library - Third Floor Conference Room  
Coral Gables Campus

### Agenda

1. Welcome (C. Eckman) 4:00pm
2. Minutes from September 2016 Meeting (attached) 4:05pm
3. Announcements/Updates 4:10pm
4. Review the Upcoming/Continuing Topics List 4:15pm
5. Multi-Factor Authentication: Tips and Techniques (A. Gyorke) 4:20pm  
<http://it.miami.edu/assets/images/made-for-u/mfa-tips/made-for-u-mfa-tips.pdf>
6. Box: UM's Cloud Based Storage and Collaboration Solution (A. Gyorke) 4:30pm  
[http://it.miami.edu/assets/images/made-for-u/box/UMIT\\_Services\\_Apps\\_Box.pdf](http://it.miami.edu/assets/images/made-for-u/box/UMIT_Services_Apps_Box.pdf)
7. Licensing Research Software (guest: Julie Potter, UMIT) 4:40pm
8. Adjourn 5:00pm

### Upcoming/Continuing Topics:

- Data Curation Initiative Update (scheduled for November 28 meeting)
- Learning Platform: Microsoft 365
- Duo Authorization System
- CaneLink capability to upload an instructor's syllabus
- Taking attendance electronically
- Update on faculty testing of Canvas
- Storage solutions and security data
- Classroom of the future
- Streaming for the University
- University website
- Security
- Privacy
- Licensing of research software



**University of Miami**

**Academic Computing Advisory Committee Meeting Minutes**

Richter Library – 3rd Floor Conference Room

Monday, October 24, 2016

4:00-5:00 p.m.

Attendees: *Orlando Acevedo, Steve Cawley, Charles Eckman, Serona Elton, Cheryl Gowing, Karin Mathews, Juhong Park, Andrew Sawicki, and Dacia Simpson.*

Ex-officio: *Allan Gyorke.*

Guest: *Julie Potter, Manager of Business Operations, UMIT*

**AGENDA**

**Welcome**

Dean Eckman welcomed the group, and introduced Julie Potter. Self-introductions followed.

**Approval of September Minutes**

The minutes from the meeting held on September 26, were approved without modifications.

**Announcements/Updates**

The article 'Cane Academy 'Flips the Classroom' on Learning in e-Veritas was referenced. The article describes how the Miller School of Medicine has developed innovative technologies and strategies to better student-teacher interaction, self-paced learning, and improved educational outcomes in medical education. To read the full article, see 'Cane Academy.

**Review the Upcoming/Continuing Topics List**

The group reviewed the Upcoming/Continuing Topics list that appears at the bottom of each meeting agenda. The following revisions were noted:

- Data Curation Initiative Update (scheduled for November 28 meeting)
  - This topic is open for discussion at the November meeting.
- Learning Platform: Microsoft 365
  - Allan will address this topic at an upcoming meeting.
- Duo Authorization System
  - On today's agenda for discussion.
- CaneLink capability to upload an instructor's syllabus
  - Faculty Senate may have resolved this topic/feature. Dean Eckman will follow up with the Committee's Faculty Senate reps. Allan will provide answers to technical issues.
- Taking attendance electronically
  - This is an ongoing discussion.
- Update on faculty testing of Canvas
  - This ongoing topic to replace Blackboard with Canvas requires further review.
- Storage solutions and security data
  - On today's agenda for discussion.
- Classroom of the future
  - Dacia has benchmarked with other universities on this topic and is conducting a student survey. This topic will remain on the agenda and open for discussion at a future meeting.

- Streaming for the University
  - Allan is meeting with Mariano Estrada, Business Systems Analyst, to discuss overall video streaming needs throughout the University. This topic is pending further discussion.
- University website
  - To be discussed during the spring agenda.
- Security
  - This topic relates to Duo Authenticity, and is no longer required for future discussion, unless someone has a specific issue.
- Privacy
  - This topic focuses on general IT announcements to the University community. It will be added to the agenda as needed.
- Licensing of research software
  - On today's agenda for discussion.

**Multi-Factor Authentication: Tips & Techniques:** *Allan Gyorke*

Allan noted that the *Multi-Factor Authentication: Important Tips & Resources* document distributed at the meeting contains various links to the University's webpages. It also provides detailed answers to questions previously asked by the ACAC Committee. The other option in the authentication process is the key fob, which Allan will add to the document as part of the user experience enhancement and distribute to the University community. See, [http://it.miami.edu/\\_assets/images/made-for-u/mfa-tips/made-for-u-mfa-tips.pdf](http://it.miami.edu/_assets/images/made-for-u/mfa-tips/made-for-u-mfa-tips.pdf).

**Box: UM's Cloud Based Storage and Collaboration Solution:** *Allan Gyorke*

*Are You Using the Cloud Yet?* was distributed at the meeting. Allan noted that the document focuses on utilizing Box. The main Google Drive and OneDrive is still accessible, however, users are encouraged to use Box first. The document addresses the benefits of Box, including how to get started on using the software. See, [http://it.miami.edu/\\_assets/images/made-for-u/box/UMIT\\_Services\\_Apps\\_Box.pdf](http://it.miami.edu/_assets/images/made-for-u/box/UMIT_Services_Apps_Box.pdf).

**Licensing Research Software:** *Julie Potter*

Julie stated that all licensing research software requests are processed through her department at IT. If there is an exuberant order for a specific product, she will run a report, get pricing, and submit a proposal granting faculty and staff access to the software. She noted that UMIT is at the end of a three-year agreement with Adobe Creative Cloud, which will now become accessible to students. IT is considering purchasing several software packages such as Tableau, Dragon NaturallySpeaking, and Graphtec.

Julie noted that the IT team is available to assist with software issues. To contact the software team, visit the Procurement webpage. For a list of UM licensed software products, see [miami.edu/software](http://miami.edu/software).

Allan noted that UM is in the midst of an annual budget request, thus, now is the best time to place new software order before the end of the calendar year. In addition, it was noted that the ACAC Committee is a valuable source for software requests.

Steve noted that many conference rooms on the Coral Gables campus do not have updated AV equipment. To address this issue, Steve will review a complete inventory of all conference rooms with AV needs and update the equipment accordingly.

**Meeting Adjournment:**

With no further discussions/questions, the meeting adjourned at 5:00 p.m.

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**Action items for upcoming meeting:**

- Project Management Systems
  - Review the University's system(s) to determine if enhancements are needed (Allan)
  - Review other solutions with Nick Tsinoremas (Mitsu)
  - Committee to discuss project management with their departments
- LifeRay presentation (Jack George)
- Charging students a fee for accessing software that is required in the classroom
- Update from Ad Hoc Committee on Privacy
- Cognate Search Engine

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*Minutes respectfully submitted by Elizabeth del Campo.*