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**Senate Information Technology
and Infrastructure Committee**

MINUTES OF MEETING #3 (2012-13)

**SENATE INFORMATION TECHNOLOGY AND
INFRASTRUCTURE COMMITTEE**

THURSDAY, NOVEMBER 22, 2012, 11:00 AM

13TH FLOOR BOARD ROOM, SCHMON TOWER

PRESENT: Professor Scott Henderson (Chair), Professor Fanny Dolansky (Vice-Chair), Professor Anteneh Ayanso, Interim Dean Don Cyr, Mr. Nick DiPietro, Professor Joe Engemann, Professor Sharilyn Ingram, Professor Peter Landey, Ms. Catherine Mindorff-Facca, Ms. Courtney Phillips, Professor Lynn Rempel, Professor Vlad Wojcik, Mr. Jonathan Younker

ALSO

PRESENT: Mr. Adrian Burlacu, Dr. Anna Lathrop

RESOURCE: Dr. Jack Miller, Mr. Tom Saint-Ivany, Ms. Margaret Sanderson, Mr. Scott Walker, Dr. Philip Wright, Ms. Margaret Thompson (Administrative Support)

REGRETS: Dean Ejaz Ahmed, Mr. Cameron Alderdice, Dr. Murray Knuttila, Professor James Mandigo

Professor Henderson welcomed members and guests and called the meeting to order.

1. Approval of the Minutes of the Previous Meeting

[The Minutes of Meeting #2 (2012-13) held on October 24, 2012 had been posted with the meeting materials.]

MOVED (Wojcik/Mindorff-Facca)

THAT the Minutes of Meeting #2 (2012-13) held on October 24, 2012 be approved.

CARRIED

2. Business Arising from the Minutes

Professor Henderson noted that no items had been forwarded for the consideration of the IT&I Committee from Senate Committee Chairs. Professor Dolansky would be attending the next meeting of the Governance Committee with Senate Committee Chairs and Vice-Chairs and would remind the Chairs to forward appropriate items.

The Chair noted that the Sub-committee established to examine timetabling/scheduling issues had met earlier during the week. A Report would be provided to the Committee at the next meeting in January.

3. Report of the Chair

The Chair reported that the results of a survey undertaken last year regarding classroom standards had been obtained. A summary of the results will be presented to the Committee at a subsequent meeting at which time the next steps to be taken will be discussed.

With respect to the next meeting in January, Professor Henderson noted that Dr. Wright had been invited to provide information regarding the evergreening program for information technology assets and Dr. Libben had been invited to provide information regarding a new research software.

4. Revised Terms of Reference for the Information Technology and Infrastructure Committee

[The revised Terms of Reference for the IT&I Committee had been distributed with the meeting materials.]

Professor Henderson noted that the proposed revisions to the Terms of Reference of the Information Technology and Infrastructure Committee had been approved by Senate on November 14, 2012. The revised Terms of Reference have been updated in the Faculty Handbook and can be viewed at: http://www.brocku.ca/university-secretariat/facultyhandbook/section2#_genIndex46

5. Cairns Family Health and Bioscience Research Complex Post Project Moves/Renovations

[An Information Item *TOPIC: Cairns Family Health and Bioscience Research Complex Post Project Moves/Renovations* dated October 24, 2012 had been posted with the meeting materials.]

Mr. Walker reviewed the Report which contained detailed information regarding the post project moves and renovations to existing space following the occupant moves into the Cairns Family Health and Bioscience Research Complex. As detailed on page 2 of the Report, there are numerous renovations projects to be completed to existing space prior to occupancy.

During the Committee's review of the Report, Mr. Walker and Dr. Miller responded to questions from members. Dr. Miller offered to provide the Committee with a list of specific moves for the next meeting.

On a separate matter, Ms. Phillips noted that this would be her last meeting in attendance as the graduate student representative. She introduced Mr. Adrian Burlacu who would be serving in this capacity during the next term.

6. Accessibility Planning – Accessible Built Environment Update

[An Information Item to the Committee *TOPIC: Accessibility Planning – Accessible Built Environment Update* had been distributed with the meeting materials.]

Ms. Sanderson reviewed the Report "Accessibility Planning – Accessible Built Environment Update". The Report provided information regarding the University's proactive approach to the removal of physical barriers to meet the legislated requirements.

The Committee engaged in a discussion of the Report. Ms. Sanderson received feedback from members regarding other areas of physical barriers on campus that need to be improved in order to accommodate accessibility without having to disclose personal information.

The Committee further suggested that if members were made aware of specific pending upgrades, such as those required to meet accessibility standards, then it would align future classroom modernization with these changes in order to create cost efficiencies. It was noted that a Classroom Modernization Committee existed in the past.

7. Other Business

In response to a question from Professor Rempel, Dr. Lathrop noted that the Senate Teaching and Learning Policy Committee (T&LPC) will be examining the potential to develop on-line course evaluations. The T&LPC will consult on the matter with other Senate Committees as appropriate.

8. Adjournment

The meeting adjourned at 12:00 p.m.