

## Agenda: Information Technology Committee Meeting

Wednesday April 4<sup>th</sup>, 2018

Time: 12:00AM to 1:00PM Location: D416

Members from IT: Dr. Valeria Gordan (Chair), Dr. Charles Widmer (Vice-Chair), Dr. Jorge Frias Lopez, Dr. Kevin McHugh, Dr. Stephen Howard, Matt Cottler, Kathy Galloway, Steve Kostewicz, Jodi Geiger, Rick Anthony, Jeff Bell. **Guest:** Gail Childs.

**Excused:** Dr. Edward Chan, Alyson Widmer, Frances Rollins (support staff).

ITEM	DISCUSSION	ACTION
Approval of Minutes	<ul style="list-style-type: none"><li>• Approve the minutes from previous meeting: March 7<sup>th</sup> 2018</li></ul>	
Agenda review	<ul style="list-style-type: none"><li>• Review today's meeting agenda and check if new items need to be included.</li></ul>	
Old Business	<ul style="list-style-type: none"><li>• <b>Discuss all the email communication regarding the Universal Consent</b></li><li>• Discuss other options of funding resources for unfunded faculty for data mining and gathering preliminary data. Steve will poll and report on the number of requests for Axium Data mining received in 2017. We will use this metric to the end of year report.</li><li>• Charge to the IT committee from the Dean: decide on a plan to address charge 1</li><li>• Follow up on action items</li></ul>	
New Business	<ul style="list-style-type: none"><li>• Follow up on <b>charge #6</b>. Gail Childs, Director of Curriculum and Instruction Faculty Development. Specifically: 1) how ITSC can serve her position, 2) discuss the new mandate that closed caption of the lecture is now needed for recorded lectures (should the courses set funds aside for transcription of the lectures?); 3) point to the faculty who is the staff responsible for helping faculty with course recording now that Marc Turchin left?</li><li>• Discuss if the data repository at the CTSI (I2B2) can contain Axium data (even if they cannot be matched, Axium would have its own platform). Is it a feasibility problem or a time/funding problem?). If it is a funding problem, then propose a three-prong collaborative effort to fund a full-time or part time informatics person to lead the effort. Funds to be shared by these 3 units: Office of Research, Clinic Affairs, CTSI, and Dean's Office. The Informatics person would: 1) set up the initial platform; 2) maintain the data; 3) Assist with data mining from Axium for research purposes; 4) support data mining for QA purposes; 5) possibly maintain the faculty tool kit; provide data managing and statistical support for unfunded faculty for scholarly activities (manuscript writing, preliminary data collection, grant writing, etc)</li></ul>	
Adjourn		

Next IT Meeting: May 2<sup>nd</sup> 2018, 12:00PM to 1:00PM Room D4-16