



## University of Miami

### Academic Computing Advisory Committee Meeting Minutes

Richter Library – 3rd Floor Conference Room

Monday, April 18, 2016

4:00-5:00 p.m.

Attendees: *Orlando Acevedo, Shihab Asfour, Charles Eckman, Serona Elton, Cheryl Gowing, Marilyn Neff, Juhong Park, Sigman Splichal, and Tallys Yunes.*

Ex-officio: *Allan Gyorke and Sally Wise.*

Guests: Learning and Research Librarians: *Ava Brillat and Lauren Fralinger; Patricia Villanueva*, UML Web Designer, and *JoAnn VanSchaik*, Interim Executive Director, Calder Memorial Library

### **AGENDA**

#### **Welcome**

Dean Eckman welcomed the group.

#### **Approval of March Minutes**

The minutes from the meeting held on March 23, were approved with modifications.

#### **Announcements/Updates**

*The New York Times* is offering the University (faculty and students) online access to the national and international Spanish language edition and all apps. The average cost is \$2.00 per student / \$135K per year. This offer will be discussed with Lisa Fish, associate dean of Collection Strategy, at UM Libraries.

The next ACAC meeting will take place in May. Meetings will resume during the fall semester.

#### **Eracent Annual Notification:** *Allan Gyorke*

Allan distributed a draft of Eracent Annual Notification to the group. All faculty will receive the document by mid-September. He noted that the [Procedure for Electronic Monitoring and Reporting](#) states that under certain conditions, with written approval from General Council and either HR or the Provost, investigations and data collection on emails, etc., can take place, if someone violates University policy.

Allan noted that Burt Rosenberg informed several ACAC members that *Eracent* does collect certain personal file names, such as files with exe extensions/Java files, drivers – mainly software – not Word or Excel programs. Burt stated that the Privacy Committee refers to personal file names as Personally Identifiable Information (PII), which consist of personal information linked to an individual: social security numbers, medical, educational, financial and employment information. Allan stated that UM's policy on electronic monitoring states that any unauthorized investigation is subject to disciplinary action, including termination. He also noted that although IT has access capability to PII, it does not abuse that practice.

#### **Integrated Library System**

- a. Overview: *Cheryl Gowing, Sally Wise, and JoAnn VanSchaik*

The three University libraries: Calder Medical, Law, and Richter, have migrated into one integrated library system using *Exlibris*, a library automation solution, and its component *Primo*, a discovery and delivery tool. After 30 years of working independently, the migration of the three library systems started in

September 2015, and is expected to go live on May 17, 2016. The presenters shared with the group the intricate process of the project that involve data, circulation, interlibrary-loans, global access, etc.

b. Demonstration of Primo Search Engine: *Ava Brillat, Lauren Fralinger, and Patricia Villanueva*  
Ava and Lauren discussed the first round of user testing for product interaction, searches, basic functionality, and responses to the features in *Primo*. They noted that users were able to identify specific needs, pinpoint confusing features, and make pertinent suggestions on how best to utilize the system. Their recommendations were implemented; more user testing is forthcoming from this initial product-testing phase. Patricia demonstrated the Richter customizations and mobile/responsive features in the *Primo* interface that are easier for the users to access, understand, and navigate. Discussion / Q&A followed.

**Cognate Search Engine:** *Allan Gyorke*

This topic will be discussed at the next meeting.

**Meeting Adjournment:**

With no further discussions/questions, the meeting adjourned at 4:57 p.m.

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**Action items for upcoming meetings:**

- 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)
- ~~Review Listserv of current student emails~~
- Canvas/Blackboard capabilities
- ~~Google Box — ownership rights~~
- Charging student fees for accessing software that is required in the classroom
- Feedback/revise Eracent Annual Notification and/or Eracent FAQs
- Update from Ad Hoc Committee on Privacy
- Cognate Search Engine

**Upcoming/Continuing Topics:**

- Data curation
- Classroom of the future
- Streaming for the University
- Website for the University
- Security
- Privacy
- Licensing of research software (spring 2016 meeting-tba)
- Status of task force recommendations for online education (spring 2016-tba)

*Minutes respectfully submitted by Elizabeth del Campo.*