Information Services Committee
University of Toronto
Faculty of Information
Thursday, April 18, 2013 12:00 – 1:00 pm
Room 212 (DCR), Bissell Building

Minutes

Present: Dean Seamus Ross (Chair), Prof. Kelly Lyons, Prof. Aviv Shachak, Ms. Susan Brown, Ms. Elisa Sze, Ms. Eva Piorkowski, Ms. Adriana Rossini, Ms. Laura Chuang, (MI Student), Mr. Ned Struthers (MI Student)

Regrets: Prof. Brian Cantwell Smith, Ms. Ana Martins (MMSt Student), Ms. Nalini K. Singh, Antonio Gamba Bari (PhD Student)

Observers: Mr. Alex Dvornyak, Mr. Tony Lemmens, Mr. Percy Lo, Mr. Jerome Poon-Ting, Ms. Hannah Turner (PhD Student)

Recorder: Ms. Areti Vourinaris

1. Approval of the Minutes of March 8, 2013

The minutes were approved.

2. Matters arising

Under Item #2, Matters Arising, with regard to the iSchool Institute website, Ms. Piorkowski had completed her research and had shared her findings with Mr. Alex Dvornyak.

Under Item #5, Update on the Web, Mr. Alex Dvornyak provided additional information on the agreed upon delivery of the new website by October 15, 2013. He added that the missing elements were purely content items and not related to technology or IT.

Under Item #2, Matters Arising, there was a follow-up discussion about the endorsed idea from the membership to merge the “Support.iSchool” and “Help.iSchool” support email addresses. There was a clarification given that the “Support.iSchool” email address was tied to the ticketing system which complicated the proposed merging. It was suggested that both email addresses continue to remain in existence. Members agreed with this suggestion.

3. Update on the Web

The Chair noted the substantial work of Mr. Alex Dvornyak, Mr. Jerome Poon-Ting, and a range of other people including Ms. Isidora Petrovic and Ms. Adriana Rossini on the new website. The Chair reported that he had sent out the promotional website to faculty members for review and comment
with a request to alert Mr. Jerome Poon-Ting with any content errors. It was emphasized that this new website would go up by May 15, 2013 in response to various constituency pressures. There was some discussion about whether the work on the new faculty website would delay the development of the iSchool Institute’s new website. The Chair indicated that the iSchool Institute’s new website would not be placed on hold.

There was some discussion regarding the web.

During the discussion of the item, the following issues were raised:
- The decision to password-protect the JobSite while keeping only the job titles on the public side.
- The pending issue of updating theses content, and access to course syllabi from new and incoming students via UTORiD or via accounts on our system.
- The importance of having syllabi available for accreditation purposes.
- The value of the Reading List service.
- The Chair requested that 1) Mr. Tony Lemmens liaise with Mr. Poon-Ting and Ms. Susan Brown to find a way to facilitate access to course syllabi, and 2) Mr. Poon-Ting notify faculty that they would be receiving these requests.

4. **Interim IS Task Force Report**

Prof. Kelly Lyons gave an introduction to the Interim IS Task Force Report. The Chair noted the tremendous effort and energy toward this activity.

There was some discussion regarding the interim report.

During the discussion of the item, the following issues were raised:
- The complicated budgetary exercises and administration issues of Information Services.
- The priorities on certain recommendations, strategic viewpoint, and their implementation.
- The improved communication from the Tech Fund.
- The suggestion to have Ms. Susan Brown and Mr. Michael Ridley meet to talk about budget content for specific recommendations in the report.
- Comments were encouraged to be forwarded to IS Task Force Chair Michael Ridley.

5. **Other business**

Ms. Piorkowski reported that the iSchool Institute website planning had been well underway in recent weeks and recognized with thanks the work of the IT staff.

6. **Adjournment**

The meeting adjourned at 1:07 p.m.