

# Facilities, Support Services and Technology Committee

## Annual Report 2016-2017

Lori Pile, Liberal Arts and Sciences

Stephen Calkins, Law School

Jane Fitzgibbon, Fine, Performing & Comm. Arts

Moira Fracassa, College of Pharmacy & Health Sciences

Peter Hook, School of Library and Information Science

Todd Leff, SoM

S. Asli Ozgun-Koca, College of Education

S. Putatunda, Engineering

T. R. Reddy, SoM

Jeffrey Withey, SoM

Anne Rothe, Liberal Arts and Sciences

Daren Hubbard, CIO, Administration Liaison

Harry Wyatt Jr., Associate VP, FP&M, Administration Liaison

Michael Samson, AAUP-AFT Liaison

Kimberly Conely, UPTF

Rayn Laith, Student Senate Liaison (through March)

Camilla Smith, Student Senate Liaison (April)

- I. Computer and Information Technology Initiatives – over the course of the year Daren Hubbard, CIO, relayed information on various initiatives, major ones outlined below, related to C&IT. Former Chair of the FSST committee, Joe Artiss, sat on the Information Systems Management committee from October to December. Jane Fitzgibbon, current member of the FSST committee, was appointed to serve beginning January 2017.
  - a. Banner Upgrade – the University is upgrading to Banner 9. The switch from version 8 to 9 will take place from May 2017 through December of 2018. The upgrade is necessary as Banner 8 will no longer be supported. Additionally, a review of usage revealed gaps and inefficiencies across the system. The upgrade is expected to streamline processes and increase efficiency.
  - b. Learning Management System Evaluation – In November of 2016, Daren Hubbard was joined by Cindy Sulad, Director of LMS Support, to present an overview of the process being used for evaluation of new LMS systems. A committee of C&IT members, faculty, OTL and students was formed to evaluate a number of possible options to upgrade or replace the current Blackboard LMS. Vendors provided on campus demonstrations to members of the committee and interested parties of the WSU community in early 2017. The committee will provide a final recommendation to Daren Hubbard late April or early May. The new or upgraded system is expected to be in place for May of 2017 with the switch completed for Fall of 2018.

- c. Student course verification process – C&IT is continuing to work with the Registrar’s Office and the Office of Financial Aid to modify the process such that the goal of 100% participation can be achieved.
  - d. In November, members of the FSST committee toured the C&IT Data Center. Laura Hendrich, Senior Director, Infrastructure & Operations, led the tour of the facility.
- II. TravelWayne – In early 2017, S. Asli Ozgun-Koca was appointed to the TravelWayne evaluation committee and reported to the FSST committee. This committee prepared and sent out a survey to all users of the TravelWayne. The results from the survey are being used to evaluate if WSU should continue to work with vendor Concur or switch to a new software travel expense tool. As the contract with Concur is up summer 2017, a decision will be made soon regarding staying with Concur and providing more support to users or switching to a new vendor.
- III. Childcare Facility – Anne Rothe was appointed to serve on the Childcare Facility Implementation Committee following the retirement and departure of Joe Artiss, former Chair of the FSST committee. The work of this committee was to follow up from previous studies conducted by members of the FSST committee, indicating that there is a strong demand from faculty, staff and students for childcare on campus.
  - a. The committee considered three possible locations to house the facility. These locations included the new student housing under construction on Anthony Wayne Drive, Donaldson House and University Towers. After investigation, all three were ruled out as possibilities. The committee is currently working with the WSU real estate office to identify possible space for new construction.
  - b. An RFP to identify possible private companies to manage the facility was developed. Three vendors were part of the initial conversations. Rainbow Child Care Center has emerged as the top candidate for the public/private partnership. This company has a record of experience including with new construction and has expressed a strong desire to enter the market in the Midtown area. Because new construction will be part of the plan moving forward, a new RFP to include this component of the partnership will be developed.
- IV. Facilities – At the December meeting of the committee, Harry Wyatt, Jr., Associate VP, FP&M presented an overview of current major capital projects and whether they were on schedule within budget or experiencing a potential problem. Additionally, the committee was informed that the annual capital request to the State of Michigan was submitted. As with last year, WSU submitted a proposal for remodeling the former Science and Engineering Library for utilization as laboratory space for Chemistry, Physics and Biological Sciences. Over the course of the year a number of concerns related to Facilities were raised as outlined below:
  - a. A plan to control pedestrian and automotive traffic flow along Anthony Wayne Drive both during and following construction of the new student housing needs to be developed.

- b. Building and grounds maintenance is a problem. Concrete along walking paths, inside parking lots and at building entrances is in poor shape leading to barriers for those with physical handicaps and are possible major tripping hazards. Cost projections for routine upkeep such as painting in department offices and carpet replacement are exorbitant.
- c. Issues related to building problems in the dormitory were raised. Committee members were informed that any problems should be reported to the housing authority, headed by Tim Michael, Associate VP for Business and Auxiliary Operations and Chief Housing Officer. Soon, the management company Corvias Management, will take control of daily operations of all student housing.

V. Handicap Accessibility - At the January meeting of the committee, Jane Fitzgibbon, member of the committee, presented issues related to handicap accessibility on campus. She noted a number of problems in the parking structures and at building entrances that are physical barriers and serve as an undue burden for those of the WSU community that have physical challenges. To begin to address this issue, the committee has taken the following initial steps:

- a. been in communication with Jon Frederick from parking to work on current immediate problems in the parking structures.
- b. documented areas of concern and this information has been brought to the attention of Harry Wyatt, Jr., Associate VP, FP&M.
- c. invited Nikki Wright, Dir, Equal Employment Opportunity, Office of General Counsel and ADA coordinator, and Randie Kruman, Director, Student Disability Services, to present to the committee. Ms. Wright and Kruman attended the March meeting. They presented current efforts to address issues of student and staff accessibility on campus. They outlined the procedure for reporting barriers on campus. Importantly, they informed the committee that there is a plan to reinstate an advisory ADA Committee, comprised of Ms. Wright, faculty and students, who report to the Advisory Compliance Committee.

VI. Matters outstanding/continuing

- a. C&IT- work with Daren Hubbard and members of his staff and have representation on the ISMC to keep apprised of the Banner update, LMS upgrade/transition, EAB software implementation, student participation verification and other issues related to the office of C&IT.
- b. TravelWayne –serve on the committee to relay concerns from TravelWayne users and provide consultation on possible additional training for Concur or implementation of a new software tool.
- c. Childcare facility –serve on the committee to oversee the implementation of a plan to establish a public/private partnership to manage a facility to serve WSU students, staff and faculty.

- d. Facilities and Accessibility – communicate regularly with Harry Wyatt and staff on building and grounds problems. Mr. Wyatt agreed to serve as a second Administrative Liaison to the FSST committee in the 2016-2017 academic year and indicated his willingness to continue to serve in this capacity in the future. Having a member of the FP&M Office regularly attend meetings of the FSST committee is strongly recommended. Follow up with Nikki Wright to ensure that committee on accessibility has been reestablished. Work with both the ADA office and FP&M to minimize physical barriers on campus.