

ACADEMIC RESOURCES AND COMPUTING (ARCC)

2023-2024 Annual Report

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Accomplishments

Each year, the ARCC committee tackles a set of charges proposed by the preceding year's committee, which are then reviewed and approved by the executive committee. Here's an overview of how the ARCC committee carried out the charges of this 2023-2024 year.

Charges 1, 2, 6, 7, and 8

This year, we only had enough funds for a single round of funding for both ARCC and DEE grants, which took place during the Spring 2024 semester. We utilized the PDF forms from the previous year, with slight modifications to allow applicants to indicate whether their proposal is related to a previously funded project. Overall, all the proposals were fully funded except for one ARCC proposal, which received partial funding. Initially, all the submitted proposals were for ARCC grants, and we found ourselves lacking sufficient funds in the ARCC budget to support them. Consequently, the committee determined that two of the proposals were more suitable for DEE grants and requested the applicants to resubmit them accordingly. Below is a list of all the funded proposals:

| PROPOSAL | APPLICANT(S) | COLLEGE | FUNDED | % FUNDED |
|--|-----------------|---------|-------------|----------|
| ARCC GRANTS | | | | |
| College of S&B Podcast Room | Leah Murray | S&BS | \$1,214.00 | 100.00% |
| DOVAD Professional Displays | Paul Crow | A&H | \$8,500.00 | 100.00% |
| Mapping Technology for Archaeological Excavation | Madeline Mackie | S&BS | \$5,983.03 | 100.00% |
| Printmaking Area LED Exposure Unit | Andrew Rice | A&H | \$3,610.96 | 100.00% |
| SonoSim Simulation Probes | Ambree Penrod | HP | \$12,685.00 | 100.00% |
| Water Cooled Metal Cutting Band Saw | Cully Long | A&H | \$3,069.14 | 100.00% |
| High Speed Motion Capture | Matthew Donahue | HP | \$8,075.00 | 100.00% |
| Virtual Machine Server Replacement | Randall Boyle | B&E | \$21,727.49 | 100.00% |
| WSU New Piano Lab | Yu-Jane Yang | A&H | \$40,939.89 | 78.13% |

| | | | | |
|--|------------------------------------|------|-------------|---------|
| Efficient, user-friendly 3D printer and accessible training for ECE students | Alyssa Mock | EAST | \$5,559.77 | 100.00% |
| Digital Media Computer and Aging Technology Replacement | Aaron Atkins | A&H | \$15,055.72 | 100.00% |
| DEE GRANTS | | | | |
| Antenna/Radio For Electromagnetics Laboratory | Justin Jackson and Christian Hearn | EAST | \$17,499.00 | 100.00% |
| Enhancing Undergraduate Research with a New Sputtering and Carbon Coating Tool | Elizabeth Balgord | S | \$22,430.00 | 100.00% |

And here is an overall summary of what was funded.

| Grant | Semester | # of Proposals | Total \$ Budgeted | Total \$ Requested | Total \$ Awarded | Total \$ Remaining |
|-------|-------------|----------------|-------------------|--------------------|------------------|--------------------|
| ARCC | Spring 2024 | 11 | \$126,420.00 | \$137,882.11 | \$126,420.00 | \$0.00 |
| DEE | Spring 2024 | 2 | \$40,457.00 | \$39,929.00 | \$39,929.00 | \$ 528.00 |

Moreover, the website was updated to reflect the addition of new committee members and to enhance accessibility. Emphasis was placed on ensuring that applicants allocate sufficient time (three weeks before the deadline) for IT review. Additionally, it was crucial to have proposals properly signed using Adobe Acrobat, with space provided for approvers to leave comments. To facilitate this process, a video tutorial was created and posted on using Adobe Acrobat to fill and sign ARCC proposals. The same process applies to DEE proposals."

Charges 3

To assess faculty and potentially student computer needs, the committee developed a Qualtrics survey to gather information on computer-related interests among faculty. Shannon McGillivray created the survey, which was then reviewed by Abdulmalek Al-Gahmi and Shelly Belflower. The survey was distributed to all committee members to disseminate it to faculty members within their respective colleges to ensure broader participation. As of April 12, we had 226 participants, categorized by college as follows:

| College/Division | # of Participants |
|---|-------------------|
| Administration | 1 |
| Arts & Humanities | 37 |
| Business & Economics | 22 |
| Engineering, Applied Science & Technology | 24 |
| Health Professions | 66 |

| | |
|--------------------------------|------------|
| Science | 46 |
| Social and Behavioral Sciences | 30 |
| TOTAL | 226 |

We intend to conduct the survey in both Fall 2024 and Spring 2025. Further details regarding the survey results will be provided in next year’s report.

Charges 4 and 5

The committee collaborated closely with WSU Online, Student Affairs Technology, and IT. Many members of the committee attended and provided relevant updates on ARCC activities in the following IT meetings:

- CTC board and general meetings (Shannon McGillivray, Shawn Broderick, Rick Martin, James Hedges)
- UITC (University IT Council) meetings (Abdulmalek Al-Gahmi)
- ITAC Advisory Council meetings (Abdulmalek Al-Gahmi)

Additionally, Shelly Belflower (IT), Oliver Snow (WSU Online), and Nicholas Lambert (IT) attended committee meetings. Shelly and Nicholas played a key role in reviewing and offering feedback to applicants on their proposals.

Finally, Esmail Mousavi and Lea Rabensteiner participated in some of the meetings, representing the Student Senate.

Meetings and Attendance

The committee convened for three meetings on the following dates:

- September 15, 2023
- January 19, 2024
- April 12, 2024

Below is a list detailing attendance for each meeting. Meeting agendas and minutes are sent separately.

| # | MEMBER | COLLEGE | 09/15/2023 | 01/19/2024 | 04/12/2024 |
|---|-------------------------|---------|------------|------------|------------|
| 1 | Sandeep Kumar Rangaraju | B&E | x | x | x |
| 2 | Shannon McGillivray | SBS | x | x | x |
| 3 | Matt Donahue | HP | x | x | x |
| 4 | Amila Muthunayake | S | x | x | Absent |
| 5 | Abdulmalek Al-Gahmi | EAST | x | x | x |
| 6 | Jonathan (Nathan) West | EAST | x | x | x |

| | | | | | |
|----|---------------------|------------------------|---------|--------|---------|
| 7 | Megan Hamilton | ED | x | x | x |
| 8 | Rick Martin | HP | Absent | x | Absent |
| 9 | Stephen Wolochowicz | A&H | x | x | x |
| 10 | Mahalingam Subbiah | A&H | x | x | x |
| 11 | Shawn Broderick | S | Excused | x | Excused |
| 12 | Jamie Weeks | LIB | x | x | x |
| 13 | Amy Buckway | Faculty Senate Liaison | x | x | x |
| 14 | Shelly L Belflower | IT | x | x | x |
| 15 | Nicholas Lambert | IT | x | x | x |
| 16 | Oliver Snow | WSU Online | Absent | x | x |
| 17 | James Hedges | Administration | x | x | x |
| 18 | Esmaeil Mousavi | Student Senate | x | Absent | Absent |
| 19 | Lea Rabensteiner | student Senate | x | Absent | Absent |

A shoutout is extended to the following members for their additional work and active participation:

- Shannon McGillivray: Attended CTC meetings and created the required software survey.
- Shawn Broderick, Rick Martin, James Hedges: Volunteered to attend CTC meetings.

Additionally, there was a subcommittee tasked with revising the EDI language in the forms and rubrics. Both Shannon McGillivray and Matthew Donahue participated in this subcommittee and reported back to the committee.

Notes for Next Year

For the upcoming year, forms will undergo revisions to remove references to EDI and diversity. The aforementioned subcommittee comprising Shannon and Matt proposed replacing wording such as:

How will the project benefit diverse groups or foster an equitable and inclusive classroom?

with:

How will the project foster an equitable and inclusive learning environment?

These changes were endorsed by the committee and will be implemented in the next cycle.

Furthermore, several PDF issues were identified and will require further investigation and resolution. Lastly, the survey on faculty and student software needs will be redistributed, and the results will be summarized and shared with relevant stakeholders.

Recommendations for New Charges

Here are the recommended charges for the next year. Most of the charges remain unchanged. One charge was removed due to redundancy, and two related charges were merged into a single one.

PPM 1-13, Article 5, Section 4.1: The Committee on Academic Resources and Computing shall recommend policies and operational procedures on the acquisition and utilization of computers and academic resource material.

1. Allocate ARCC resources, including Dee Family Technology Grant funds, using consistent, objective, fair and reasonable criteria. (*Ongoing*)
2. Review funding criteria and procedures for ARCC and Dee Family Technology for possible revision or clarification. (*Ongoing*)
3. Assess faculty and possibly student computer needs, solicit faculty input and lobby for faculty computer-related interests.
 - a. Update college/departmental WSU software usage & needs document and disseminate this information to chairs and deans.
 - b. Coordinate with student senate and Student Affairs Technology to assess student IT-related needs and promote knowledge of software access. (*Ongoing*)
4. Maintain close communication with WSU Online, Student Affairs Technology, the IT Governance Council, and other IT, computing, and digital-related entities on campus in order to:
 - a. Examine product implementation in computer labs and assess faculty input to determine if some products could be used on a campus-wide basis.
 - b. Review (with computing support) and assess faculty concerns regarding standards and policies for hardware and software purchases.
 - c. Provide the faculty point of view in regard to the review, discuss and communication campus wide, of the security policies, procedures, and practices to protect student, faculty, and staff data.
 - d. Provide faculty input regarding new software implementation for research purpose and third party software integration into Canvas. (*Ongoing*)
5. Ensure that the language of all the documents, forms and rubrics is inclusive and foster equitable student learning. (*Ongoing*).