1. The committee reviewed the operations, budget and budget proposals, and performance of central units providing computing and information technology service. Particular attention was given to development of library, network, and web-based instructional technology development. The committee also reviewed the long-term planning documents submitted by Schools and Colleges, and advised the EVC on the committee’s views of the consistency of these budget proposals with the goals stated in its research and instructional computing plans (see below, #3 and #4).

2. The committee awarded grants in support of innovative uses of computing in instruction to:
   a. Chemistry, for “Gaussian” software, $3,265
   b. Botany and Plant Sciences, for an ethno-botany web site, $6,395
   c. School of Education, portable projector for teacher training, $3,500
   d. Economics, Gauss and econometrics software, $5,557
   e. Writing Resources Center, ESL tutorial support, $6,382

3. The committee, in cooperation with the Associate Vice Chancellor for Computing and Communications, prepared a report on, and recommendations regarding Instructional Technology at U.C.R. The report was filed with the Senate, and conveyed to the Executive Vice Chancellor. The report recommended:
   - **Student Email/Web access:** The goal is to provide free student access to basic email and web page services, and to promote computer familiarity by promoting use by students. Replace/Upgrade current server with a new Unix one, with one client server. Provide web-authoring software. Provide instruction for students in the use of email and web authoring. Evaluate rate of expansion of student demand.
   - **Student Help desk/consulting:** The goal is to provide a help facility to assist students in acquiring, configuring, and using basic hardware and software for instruction. Expand existing pilot program, including more staffing. Monitor usage with software database. Includes Web-based and telephone Student Help Desks.
   - **Student Orientation/training:** The goals are to develop early contact with students so that they can come to campus with adequate computing resources; and, to provide self-paced interactive training on using basic applications and the resources of the campus network. Continue existing orientation activities. Study feasibility and develop plans for on-line student tutorials on basic software and use of the campus network. Develop materials for early outreach on hardware and software standards, and on campus facilities for beginning and transfer students. Develop and distribute instructional materials.
   - **Student Hardware/software:** The goal is to assist students in acquiring adequate hardware and software at low cost, so that all students can provide basic access for themselves, lessening the burden of campus open access laboratories, and enabling faculty to use computer-based instruction. Study feasibility of requiring students to own computers – financial aid implications. Study feasibility of providing on-campus low cost purchase or lease of basic equipment configurations. Develop basic standard for student computing devices. Study use of campus site licensing to provide basic software sets for all students at low cost.
   - **Faculty Desktop hardware/software:** The goal is to implement and continue a program to bring faculty desktop equipment to a basic standard on a three-year replacement cycle. Determine method of administration of faculty desktop standard replacement program. Implement first round, covering approximately one third to one fourth of faculty desktop machines. Evaluate program performance and make revisions.
   - **Faculty Training/support:** The goal is to provide faculty with hardware and software installation, configuration, and use support. Local assistants at the departmental, cluster, or college level are needed – working in coordination with the C+C helpdesk and academic computing support consultant(s). Study the current level of local academic computing support for faculty, and develop a needs assessment and service-delivery system model. Provide funding for part-time graduate assistants where obvious immediate need exists. Develop central coordination and training structure. Hire additional support personnel at the department/cluster level. Evaluate program effectiveness.
   - **Faculty Innovation programs:** Current programs for instructional development and for innovative uses of computers in instruction should be continued in the near term. Over time, it is hoped that these programs will increasingly provide for the purchase of specialized hardware and (particularly) software to be used in teaching lab facilities. Current funding level is $25,000 from Academic Computing. Suggest consideration of merging that funding and Instructional Improvement Grant funding.
   - **Faculty course support development:** In addition to providing faculty with support personnel for web-based course support, a small amount of additional incentive should be provided to signal organizational commitment to development in this area. Funding should be provided to pay for release time for faculty to move support materials to the web, and/or to develop distance learning or innovative materials for delivery over the web. Perhaps a competition for support as part
4. The committee, in cooperation with the Associate Vice Chancellor for Computing and Communications, prepared a report on, and recommendations regarding Research Computing at U.C.R. The report was filed with the Senate, and conveyed to the Executive Vice Chancellor. The report recommended:

- Development of cluster-based (i.e. school or inter-departmental) research computing centers
- Employment of graduate assistants at the local level to support research users
- Elimination of end-user fees for site licensed software
- Provision of equipment upgrades for faculty desk-top computers to be used in research
- Improvement of oversight of the performance of academic research computing support
- Provision of sufficient bandwidth and routing support on the campus backbone, and full access to off campus networks used for research computing
- Provision of prompt port installation and IP configuration for research computing, eliminating direct end-user costs for such services
- Development and provision of centralized backup of data on research servers and workstations, in coordination with local systems administrators
- Coordination and development of collaboration between the C+C systems group (esp. Unix support), computer science department, and cluster and local system administrators
• Provision of support for super-computer use by way of grants to faculty via the committee on research

5. The committee began a research project into the processes and adequacy of provision of site-licensed software for instruction and research. Recommendations for goals, budgeting, and procedures in this are anticipated by the end of the current academic year.

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