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April 25, 2014

MEMORANDUM

TO: Janet Hecsh  
Chair, Faculty Senate

FROM: Alexander Gonzalez   
President

SUBJECT: Policy on the Scheduling, Assignment, and Evaluation of University, College and Department Computer Labs at Sacramento State (FS 13/14-58)

This is in response to FS 13/14-58 “Policy on the Scheduling, Assignment, and Evaluation of University, College and Department Computer Labs at Sacramento State,” which was approved by the Faculty Senate on February 13, 2014.

The recommendation for the establishment of a Policy on the Scheduling, Assignment, and Evaluation of University, College and Department Computer Labs at Sacramento State is taken under consideration. With this action, the Faculty Senate has identified an important issue in recommending that our campus-wide policies and practices for computer labs be adjusted and articulated clearly to ensure a consistent balance in access for both students and among faculty across the campus community. The need for an evidence-based approach is especially important given the rapid growth on our campus in computer-based assignments for students and computer-based hybrid and online teaching. Given the obvious heavy demand for technology supported teaching spaces for a wide range of student and faculty activities, your recommendation to take a more organized approach to identifying and prioritizing faculty need for teaching technologies in advance of scheduling computer lab space is especially welcome.

I am, therefore, asking the Provost to follow up on your recommendations by first working with the Vice President and CIO to develop and administer a comprehensive user survey of faculty and students to measure utilization and the expressed need for the various types of computer lab use that you have identified. In addition, I'm asking that daily utilization of all campus computer labs be accurately measured as a basis for factually determining use patterns and needs for self-study, instruction, and ad hoc faculty use. Following this initial evidence gathering, the Provost will work with you and the various bodies you have identified such as the Academic Information Technology Committee (AITC) and the Academic Affairs Information Technology Advisory Group (AAITAG) as appropriate to develop practices and policies needed to better balance and fulfill student and faculty needs for computer lab space.

Thank you for bringing this important issue to our attention. Your interest and participation will ensure that we both better meet faculty needs for computer-based instruction as well as the growing student needs for computer lab learning and study.

cc: Frederika (Fraka) Harmsen, Provost and Vice President, Academic Affairs  
Christine Lovely, Vice President, Human Resources  
Larry Gilbert, Vice President and CIO