

Academic Technology Advisory Committee

February 9, 2022

Present

Jonathan White
Samantha Ellington
Scott Chapman
Jeff Ledford
Ellis Parker
Kim Redford
Lindsey Stokes
Pam Randall
Sarah Reynolds
Brooke Mathna

Not Present

Laura Poe

The meeting was called to order at 4:00pm. The meeting was held virtually via Zoom.

In the January 26, 2022 meeting, the committee was tasked with going back to their departments and asking for wish lists, training sessions requests and areas of discussion for the committee to be able to examine and work through. Prior to the February 9th meeting, Brooke Mathna emailed the committee her departmental list of questions and concerns.

1) **Move to Google and Gmail instead of using Outlook.**

- Kim Redford noted that ITS has examined many other email solutions to include Google over the years. She revealed that soon, ITS will be rolling out Microsoft M365 out campus-wide. More information will come from ITS soon.

2) **A University license for a qualitative software program (e.g., NVivo , Atlas, Ti.).**

- Kim stated that requests for this kind of software have been brought to the committee in the past. Kim and Chairman White charged the committee with going back to their departments and reporting to the committee which areas are already using a qualitative software, if there are others who would like to have one made available to them, and which solution(s) they are interested in using. It is possible that with enough interest, a site license could be evaluated.
- The committee is to also seek departmental input on surveying software.

Other concerns ranged from computer updates, Panopto and Zoom functionality and training for advanced use of Excel and the Microsoft Suite. Kim assured the committee that lab and classroom machines are rebooted and updated nightly at 3am and that the Help Desk is happy to address and assist with any issues or inconsistencies. Samantha Ellington addressed Panopto and Zoom concerns for lecture storing, recording and copying and also mentioned that the DEC has a new studio space that can help Faculty record, produce and enhance lectures. The DEC is happy to assist with any questions or concerns with all supported technology. Lastly, both ITS and the DEC assured the ATAC Committee that although there is not a “trainer” position on staff for technology like the Microsoft Office Suite, that both departments are well equipped to handle any/all inquiries regarding those systems.

Having no further business, the meeting was adjourned at 4:48pm.