

Academic Technology Advisory Committee

Thursday, January 12, 2017; 3:30pm
French Hall – Room 300A

Minutes

In attendance:

Scott Chapman, Chair; Julie Mersiowsky, co-chair; Kim Redford; Mark Kendrick (guest); Scott McElfresh; Anne Bailey Yoelin; Mary Lehman; Surma Mukhopadhyay; Ling Yang; Francisco Javier Fernandez Urenda.

Absent:

Gretchen Braun; Jennifer Beach.

1. A Few Words from your Committee Chair – Scott Chapman
 - Welcome Back: round-robin introductions
 - Committee Meeting Schedule:
2/14; 3/14; and 4/11 in French Hall (3rd Floor Conference Room)
 - Request for Committee Secretary: Kim Redford & Mark Kendrick have identified an IT employee, Steven, that could possibly assist in future meetings. Kim will let Scott C. know that status prior to the next meeting.
2. Scantron Updates/ Replacements – Mark Kendrick
 - a. Faculty members are asking for more analytic from "scantron" type equipment
 - b. Reached out to other universities to get their input.
 - c. Times have changed. Things have changed. Will be seeking faculty input.
 - d. Lots of discussion of types of information and other solutions were mentioned. Faculty members shared how the process has worked in the past.
 - e. Brandon Jackson has created a format that would work. Sarah Porter used it and shared with Scott Chapman how it worked. Scott will invite Brandon to come share his solution with the group at our February meeting.
 - f. Committee faculty members will go back to their departments and seek information to see how many faculty members are using it.

- g. Kim and or Mark K. will seek data on the usage of the existing Scantron.
 - h. Options could be:
 - i. Stay with the existing Scantron
 - ii. Use tests only on Canvas
 - iii. Explore Brandon's option
 - iv. Explore other solutions
 - i. If we decide to go with a new solution, we will do a pilot and invite vendors in to discuss the options.
3. DEC/Instructional Technology Update - Julie Mersiowsky
- a. Respondus Lockdown Browser – there has been a large upturn in the usage of the lockdown browser and the Monitor solutions. This is a sign that faculty members are using online testing more often.
 - b. Turn It In – we had a few issues with the TII integration not providing a report in a timely fashion. The problem was solved within a couple of hours of the complaint being filed.
 - c. Top Hat – seeking additional faculty members to participate in the pilot this semester.
 - d. Digital Den Space – we have done some moving around and relocated many of the offices within the CGPS and Digital Den spaced. Come check us out.
 - e. LOTI & Advanced LOTI – registration is currently open and will close on 2/10/17.
4. IT Update – Kim Redford
- a. ETF refresh is plugging along, have taken a chunk out of the faculty/staff machines that need to be replaced. Please be patient to get them all done. If you have someone in your department that is having productivity issues/trouble with the 780s & 790s, contact Kim and she will move them closer to the top of the list.
 - b. Ruffner lab computers were replaced.
 - c. Classroom 780 and 790 replacements are almost done.
 - d. Are spreading around the new computers across the campus.
 - e. HDMI conversion will be
 - f. Jeffers Auditorium technology is converted - new projector, screen, chalkboards converted to dry erase boards, HDMi converters.

- g. Windows 10 is being piloted, and we will be converting soon. You can request your office computer to be updated when you want. Classrooms & labs are going to be updated during the summer.
 - i. Offices will be updated to Windows 10 during Spring 2017 on a schedule if they haven't volunteered.
 - ii. New computers will all have Windows 10 and Office 16.
- h. Home User Program HUP, is offered for all faculty and staff member's personal use. Download is \$9.99, disks are \$14.99. Contact the help desk to get the link & password sent to you.

5. Endnote – Ann Bailey

- a. HARK dept. new faculty want to have the use of something for citations/referencing in order to support a stronger focus on research.
- b. Online, free version of Endnote is not as robust as the paid prescription.
- c. Single/personal subscription is \$250/year. Can store an unlimited amount of information. Converts all references and citations between APA and MLA and Chicago, etc.... It also allows you to share resources as well.
- d. Ann called Endnote to get a quote.
 - i. Entire University all students, faculty, staff, etc. \$10,900.00
 - ii. 5-19 faculty = \$219.00 each
 - iii. 20-34 Faculty = \$181.50 each
- e. Kim did a search, right now only 2 faculty members have it installed on their university machine.
- f. Recommended that each faculty member go back to their departments and seek information and how many of their faculty members are interested and if they have other tools that they use as well.

6. Supporting Computer Labs on Campus (specifically Graphic & Animation Design) – Mary Lehman

- a. There are limited computers that include AutoDesk, MIAH, autoCad and other software. Scott shared that there is a lab in Comm studies that does have it on limited computers.
- b. One option would be to have a dedicated lab to that major with graphic tablets, etc. with Dual monitors.
- c. There are a number of labs that are public labs, but a few that are "private" and dedicated. The difference is the purchase of hardware.

Public labs are refreshed by IT, private ones are not. They are the responsibility of the department to maintain and update.

- d. The committee recommended that the students go back to the department and have the conversation about the need. Scott will discuss the CSAC lab and what computers will be installed and what software will be installed with the neighboring departments.

7. Other Items:

- a. Scott mentioned, "should this committee chair be elected or appointed?"
 - i. Mark will send me the charter to disburse with the minutes.
(this was not received prior to posting of these notes)
 - ii. Scott will ask Sarah for the timeline and we will discuss on the next meeting.