

Academic Technology Advisory Committee

Meeting Minutes

November 9, 2022

Present:

Stephanie Buchert
Anna Chappell - Student
Tammy Parlier
Pam Randall
Sarah Reynolds
Meg Thompson - Chair

Not Present:

Scott Chapman
Jeff Ledford
Laura Poe
Ryan Stouffer

Kim Redford - Ex-officio
Ashley Leslie - Ex-officio

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

Chair Meg Thompson asked that members with feedback their perspective departments to report to the group. The request to gather feedback was made by Meg at the October meeting.

- Stephanie Buchert:
 1. Projectors in some classrooms have poor display. Kim Redford responded to this reporting that projector replacement in classrooms is planned across campus in the coming months. Forty projectors are on order and the remaining needed should be purchased in the Spring semester. The replacement projectors are laser projectors (no bulbs) that will have a much brighter, more satisfactory display.
 2. Some machines in the labs and library appear to not have LockDown Browser and cameras while others do. Kim Redford responded that all lab and library machines should offer this technology. She asked that any machines in these areas that do not have it be reported to her and she will take care of it.
- Pam Randal:
 1. Asked about USB “pucks” that will allow screen sharing in classroom areas on campus. She is with the New College Institute (NCI) in Martinsville and they use ClickShare for this. Kim Redford responded that while she is not familiar with ClickShare, ITS supports Crestron Air Media devices (similar in functionality) in several rooms on campus. Sarah Reynolds added that the Library has several rooms with Air Media and that they will be happy to demo to anyone who is interested.
 2. Stated that audio functionality that is used with Zoom in some classrooms is not adequate. Asked if solutions are available to improve. Kim Redford offered to bring John Hogge, classroom technologist, to the next meeting to discuss this as well as some of the other classroom items that have been brought to the committee’s attention.
 3. Inquired about how faculty computer refresh works. Kim Redford responded that ITS and Academic Affairs each get an allotment of funds each year. ITS uses the majority of their

allotment for computer refresh. ITS will purchase (1) computer per faculty member each refresh cycle. Cycle length can vary but are approximately four years. If a faculty member has a business need for more than one computer, the request should be made to Kim Wingo in Academic Affairs.

4. Several faculty members have shown and interest in using Canva software. How could that be funded? Kim Redford replied that the best approach would be to gather campus wide information regarding who wants to use the software. If there is enough cross-discipline interest, the committee can take the request to Academic Affairs for consideration.

- Meg Thompson:

1. Some faculty are interested in more options for cloud storage. Kim Redford responded that Box is the supported cloud storage solution supported by ITS. All faculty, staff and students have unlimited storage and the ability to collaborate in Box. Ashely Leslie stated that the DEC is willing to provide Box training to faculty as needed.
2. What are the next “big things” in classroom technology? Kim Redford suggested that conversation take place next meeting with John Hogge in attendance.

- Meg Thompson (for Ryan Stouffer):

1. Interested in increasing email quota. Kim Redford reported that the email quota was drastically increased across the board a few years ago and that resources are not in place to grant further increase requests. She added that the Help Desk staff is happy to work with faculty and staff to set up archiving and mailbox maintenance. They do this regularly and it will take care of the issue.

Meg will send schedule for next semester before winter break

The meeting was adjourned at 4:50 PM.