

# Academic Technology Advisory Committee Meeting Minutes

Tuesday, November 28, 2023; 3:30 PM

## Committee Members: **Bold in Attendance**

<b>Scott Chapman</b>	Stephaine Buchert	<b>Sarah Reynolds</b>	Pamela Randall	Yiwei Zhao
Mike Waddell	<b>Steven Hoehner</b>	<b>Stephanie Watts</b>	<b>Sanish Rai</b>	
<b>Kim Redford</b> , IT Rep	Ashley Leslie, DEC Rep		Student (we need)	

The meeting was held virtually via Zoom.

Stephanie Watts (on behalf of Pam Randal) asked if anyone had feedback regarding the Canva survey that Ashely Leslie sent to the committee after last month's meeting. She shared that Ashley and Pam would like to send the survey to campus at the beginning of the Spring semester. Sarah Reynolds asked that another response option be added to Question #2, *"If you are using Canva, are you using the free version or paying for a personal account?"* current options are *"Free Account"* and *"Personal Paid Account"*. Sarah would like to add *"Departmentally Paid Account"*. Sanish Rai requested that *"Other"* be added as well. Stephanie will take the recommended changes back to Pam.

Kim Redford asked if any members had conversations with their departments regarding computer lab usage. No one had anything to report. Kim shared that Rotunda G56, the Math & Computer Science lab, will be decommissioned over Winter break as requested by the department. It has also been requested that the Grainger G01 lab be decommissioned and used as a regular classroom moving forward. No date has been set for this change. Stephanie Watts shared that she had recently visited Patrick & Henry Community College and they have repurposed their lab space. Kim reported that this change is not exclusive to Longwood and that Educause published an article about it over the summer.

Sanish Rai will send a poll regarding next meeting date.

Meeting ended at 4.08 PM