

## **Academic Technology Advisory Committee**

September 29, 2020

Cory Call	Kim Redford – Co-Chair
Darrell Carpenter	Sarah Reynolds
Scott Chapman	Shannon Salley
Krystle Forlines – Not in Attendance	Janet Smith
Jeff Ledford	Denis Trubitsyn
Julie Mersiowski	Jonathan White

Kim Redford called the meeting to order at 3:45 pm. The meeting was held virtually via Zoom.

- Introductions
  - Co-Chair, Kim Redford introduced herself and facilitated introductions of committee members.
- Elect New Chair
  - Kim called for a nomination and vote for Chair of the committee. Jeff Ledford volunteered. Scott Chapman seconded Jeff's suggestion and there were no opposing votes. Jeff was informed of his duties and the description of his role as Chairperson.
- Confirmation of Meeting Dates/Time
  - The committee decided that the best time to hold the monthly meetings is the third Tuesday of each month at 3:45 pm. The meeting dates for the 2020/21 academic year are:
    - October 20, 2020
    - November 17, 2020
    - December - No Meeting
    - January 19, 2021
    - February 16, 2021
    - March 16, 2021
    - April 20, 2021
- IT Update (Kim Redford)
  - Kim explained how the Equipment Trust Fund refresh process works for computers in faculty/staff offices, classrooms, and labs. ETF funding for this cycle should become available by the end of November. This cycle, ITS plans to replace approximately (65) faculty workstations in classrooms and (75) computers in faculty and staff offices. Additionally, computers in the Rotunda computer lab will be replaced.
  - Julie asked if faculty were able to choose to switch from a desktop computer to a laptop when their machine is up for refresh. Kim confirmed that they can do that; however, that would mean that they would not be eligible for refresh (desktop or laptop) until the new laptop is up for refresh again. Kim also shared that faculty can choose to move from a Windows computer to a Mac (or vice versa) at the time of the refresh.

- DEC Update (Julie Mersiowski)
  - The DEC has moved to Allen Hall, rooms 201-205 where we have a larger space than before for professional development and larger individual offices as well as huddle space for the team as well.
  - Since last we met, the DEC has been busy with support and training for the use of all applications relating to online, hybrid, flexible, blended, and virtual learning, most of which also crosses over into face-to-face teaching and learning. We have increased our use of Honorlock 10 fold and the use of Zoom from 36 licensed accounts to 592, and from zero basic accounts to 2317.
  - We have [revamped our webpage](#) to meet the needs of the University community during the COVID crisis. This will lead to a more permanent revamp in the future.
  - We created a [video series for professional development](#) in collaboration with Academic Affairs on topics such as the use of the new classroom technology, recording lessons from the classroom, making the most of your Zoom session, classroom management in a Zoom environment, and many more.
  - We are currently piloting Canvas Studio, a video recording platform. The pilot runs through November, with a decision to be made in early December regarding future use/purchase of the platform. It could take the place of Panopto. The cost is \$7,000 less and the features similar. Ease of use seems to be what most faculty members have been enjoying about using it. It is currently available to all faculty through Canvas. If you know of anyone that wants to try it, they can jump in and use it, finding links to [resources on our website](#), or reach out to us for a hands-on workshop.
  - Webcameras – can be checked out by faculty members, with recommendation from Acad. Affairs. There are restrictions. Julie recommended that the faculty members who need one contact her to discuss the needs.
  - Julie reviewed the Pilot process through the group. She then asked if the group would consider expanding the deadline for a submission this Fall. A faculty member asked for a pilot and funding of a new program, but missed the deadline. The committee discussed it and has agreed to extend the deadline for the Fall submissions to Friday, October 9. Julie will share it with the interested faculty member and report back if they are going to be submitting in the next week.

The meeting was adjourned at 4:50 pm.