

To: Faculty Senate

From: Scott Chapman, Presiding Faculty Co-Chair and Kim Redford (IT), Staff Co-Chair, Academic Technology Advisory Committee

Cc: Brandon Jackson, Corrie Kelly, Leigh Lunsford, Sarah Reynolds, Brooke Russo, Shannon Salley, Scott McElfresh, Surma Mukhopadhyay, Julie Mersiowsky (DEC)

Subject: Annual report of the Committee

Date: May 8, 2018

Dear Faculty Senate Executive Committee,

Below is a report on the work that the Academic Technology Advisory Committee completed during the 2017-2018 academic year:

**I. Function of the Committee:** According to the FPPM, page 176, the committee's purpose/ goal is as follows:

*1. Purpose and Duties: The responsibility of this committee is to serve as an advisory committee on technology issues that impact the institution: a. explore major shifts in technology; b. continuously assess and suggest revisions to the technology vision of the institution; c. assist in proposing and crafting policy and procedures about academic uses of technology; d. facilitate open communication among faculty, staff and students about academic uses of technology; e. provide strategic plan support for academic use of instructional technology; f. suggest standards for the acquisition of campus technology that support teaching and learning.*

**II. Meetings/ Accomplishments:** The committee met in September to elect a Chair, discuss the functions and goals of the committee, and give updates from IT and the DEC. We decided to meet on the third Tuesday of each month at 3:45pm, with meetings in September, October, January, February, March, and April. Below are bullet point accomplishments from our meetings:

- Discussed the ETF refresh updates happening across campus, including Dell Optoplex 790 and 7010 computers, HDMI updates in classrooms, Windows 10 updates, Docfinity, and refresh for faculty computers.
- Saw a demo of the Dell touch screens that are replacing SmartPodiums.
- Discussed Honorlock replacing Respondus Lockdown Browser.
- Discussed Canvas updates, and changes within the DEC.
- Considerable time was devoted to discussing Scantron and Scantron replacement options. The committee was charged with looking at the current Scantron system during the 2016-2017 academic year. We discussed the results of the survey Scantron services that was sent to all faculty at the end of the spring 2017 semester. We decided to re-survey only those faculty who use Scantron to gather more targeted information on their use. Of the 82 faculty members polled, 31 responded. The results reflected that two-thirds of the respondents are interested in a new option for grading student tests." The committee decided to have Dr. Brandon Jackson present a Python-based assessment grading solution, already in use by some faculty in the Science department, to committee members and special guests Mark Kendrick, Associate Vice President, ITS, Bob Smith Chief Security Officer, ITS, and Susan Hines, Registrar. The committee and guests discussed this option at length, and the committee will continue their evaluation efforts with hopes of presenting recommendations to Faculty Senate.
- Had a presentation from Jennifer Patterson, the Information Security Policy, Awareness and Training Coordinator, regarding restricted data with a focus on the handling, storage and disposal of said data. Ms. Patterson offered to present this information to academic areas by request.
- Discussed options for scheduling software for faculty use with students for advising and office hours.
- Discussed Screencasts: Users would like for the DEC to record trainings and video tutorials for all things DEC/Canvas related as faculty often have conflicts with training dates and times.
- Discussed Academic Works: Users have reported that Academic Works is not intuitive and difficult to use. It was revealed that Ashley Crute is now managing the system and is available to provide training to faculty upon request.
- Discussed security training for faculty: Faculty have commented that Securing the Human security awareness training is not particularly relevant for faculty, as some of the information is not related to what faculty do. They would like to see training more geared to faculty. For example, topics regarding student data and FERPA. It was reported that the Registration office is looking into FERPA training options for faculty.
- Discussed a desire for a single sign-on solution for campus related services.

**III. Summary:** The committee met numerous times over the Fall and Spring Semesters, and had very meaningful discussions. We, as a committee are continuing to work on being more faculty driven than in the past, and have made great strides at doing so. We have continued exploring Scantron replacement options and have presented a number of concerns in this report. We have had a successful year, but have a lot more work to do for the future.

Sincerely,

*Scott C Chapman*

Scott C Chapman  
Assistant Professor of Theatre  
Chair; Academic Technology Advisory Committee