

Academic Technology Advisory Committee (ATAC)

Meeting Minutes

Thursday, April 7, 2016

Attending: VP. Lisa Bazley, Ms. Ana Gonzalez, Mr. Hank MacDonnell, Drs. Cheryl Anderson, Glenn James, Carlos Garcia, Tisha Harding, Stephanie Grote-Garcia, Jeannie Scott, Rosa Cardenas, Joseph Pizzimenti and Amy Crocker.

Absent: Ms. Anne Alexander, Dr. Jean Dols and Mr. Dan Ochoa

Ana Gonzalez, Director of Instructional Technology, welcomed the committee members who were present in the room and two who joined us via Zoom from their offices. She reviewed the meeting agenda and started by asking if there were any questions about the committee's charge. Lisa Bazley, VP for Information Resources, said the most important part of their participation was to help provide direction to the Information Resources Division (IRD) with regard to technology. Their role is to also act as a liaison back to their respective schools/colleges and to share information provided in these meetings. Then, to gather feedback from their colleagues back to the IRD. Lisa Bazley also mentioned, she expects several more faculty to join, representing Extended Academic Programs and the Feik School of Pharmacy.

The committee made some decisions about how frequently we would meet and for how long. It was decided that we would meet two times a semester for about 90 minutes and that minutes would be taken by either Ana Gonzalez or Cheryl Anderson. We also talked about a faculty member chairing the committee, helping the group with agenda items and conducting the meeting. Dr. Harding tentatively volunteered to co-chair. (Note: Dr. Stephanie Grote-Garcia, after discussion with Dr. Harding, volunteered to be Chair of the ATAC).

The committee turned its attention to technology initiatives. Ana Gonzalez explained the new Zoom web-conferencing product to which the university was subscribing. The IRD currently has 20 licenses, but will be moving to an enterprise license soon. The product was selected because of ease of use, the fact that it is device agnostic and the cost is less than that of Blackboard Collaborate. Ideally, IRD is investigating an enterprise license for Zoom and the integration of the product into Blackboard as a replacement for Collaborate. Individual Zoom apps are free, thus, students will be able to download for their own use. The only limitation to the free version is that if there are 3 or more connecting – there is a time limit of 40 minutes. With the enterprise license – all faculty and staff will have an account (set up using network credentials) where they can connect up to 50 individual sites without time limits. The participants asked questions about preparing rooms for such interactivity and were concerned about cameras, microphones and other equipment that might be needed to make this a useful product. Some felt that it would be particularly useful for bringing in speakers. Ana Gonzalez did mention that we are installing cameras and microphones in a number of conference rooms this summer. The library auditorium is one room where large groups can do web-conferencing.

Next, Dr. Anderson discussed the library's initiative to establish a digital repository using a service by bepress, called the Digital Commons. With this web-based services, the university will be able to house: papers and technical reports, research articles, images, multimedia, dissertations and theses as well as publication of journals, conference proceedings and data sets. All which can be found through searching

Google Scholar. The first items that will be digitized will be dissertations and theses and items from the Frost Play Research Collection. Dr. Harding voiced concern about notifying students who submit dissertations that they might not be able to find publishers for their research if it is freely available. Dr. Anderson said that the Office of Graduate Studies and Research staff is preparing the permission form for students and would certainly take this into consideration. Dr. Garcia asked if faculty could put all of their scholarship (published and unpublished) into the repository. Dr. Anderson said yes, but it would depend upon who owns the copyright in published research. It depends upon the agreement that is signed by the author with the publisher. We could at least link to the published work. Dr. James saw other use such as the QEP documents.

Lisa Bazley discussed other IRD initiatives that would impact the faculty:

Computer refresh will move from a three-year cycle to a four-year refresh cycle for all faculty, staff and labs, except where a department has a specific need to be more current with technology. For example, the 3D Animation and Game program will require a three year refresh. Faculty and staff will have to choose between a laptop and a desktop to reduce the number of computing devices the university purchases. Also, faculty who or programs that need extra computers for research or which are purchased through grants funds can be excluded from the policy. Laptops along with other digital equipment will be available for check out from the library by the fall semester. When the refresh occurs, older computers will come back to IRD for repurposing. Faculty will no longer get to keep their old machines. Instead, students working with the Ettling Center for Civic Leadership will reformat the machines and prepare them for distribution to not-for-profit groups. There was mention of the policy getting push back from faculty on the issue of returning their laptops to UIW. The rationale is that this repurposing serves the mission of the institution and helps needy organizations. This policy has the support of the Provost and the Executive Council.

Virtual Computer Labs – IRD is moving to establishing thin client labs or labs where students can bring their own device with virtual desktop capability. This will make whatever software they need available to them in the classroom or at home. The first lab will be established next fall for CHASS, specifically to teach statistics using SPSS and Qualtrics. The Media Center will become such a lab when it and Help Desk move to the Student Engagement Center. Dr. Garcia mentioned that something similar has been used in the Math program where iPads were used. He said to follow up with Dr. Beltrami.

Office 365 and One-Drive – The university has been using Office 365 for students for over a year. Next spring, we may be moving the faculty and staff to this cloud-based software solution. Lisa Bazley said it should be transparent so that it acts the same as if the software was installed on one's hard drive. There will be the added benefit of having access to One-Drive, which works similarly to Dropbox. Files can be stored in the cloud and thus accessible from anywhere. Concerns were expressed about security. The VP stated that it is very secure and meets HIPPA and FERPA requirements.

Finally, Lisa Bazley reported that the completion of the Data Center is on the horizon with the move of the "core" network equipment from the Administration Building to the library occurring soon at a time where there would be the least impact from a disruption of services for UIW.

The meeting was adjourned. Next meeting will occur in September. Agenda items should be sent to Dr. Stephanie Grote-Garcia.

Submitted by: Cheryl A. Anderson, 4/11/2016