

ACADEMIC TECHNOLOGY ADVISORY COMMITTEE
Wednesday, November 7, 2018 11:30am-12:30pm
NB 142 & Zoom
Minutes

Present: Lisa Bazley, Tracey Mendoza, Kathleen Bottaro, Neil Schroeder, Ana Gonzalez, Brian Anderson, Dr. Glenn James, Dr. Carlos Garcia, Dr. Tisha Harding, Dr. Stephanie Grote-Garcia (for Dr. Lucretia Fraga), Dr. Jean Dols, Dr. Rosa Cardenas, Dr. Paulo Carvalho (Zoom), Juan Gonzalez (Zoom), Dr. Diana Garza, Michael Clayton

Absent: Dr. Denise Staudt, Dr. Susan Hall, Dr. Ron Washington, Dr. Joseph Pizzimenti, Dr. Amy Crocker, John Champion

Meeting called to order at 11:30am.

- I. Participants were introduced.
- II. Meeting minutes of November 7, 2018 were reviewed. Michael Clayton motioned for approval. Tracey Mendoza seconded. Minutes were approved unanimously without revision.
- IV. Escalation – Channels of Communication: A handout listing the IRD contacts will be attached to the minutes.
 - a. Discussed the role of the ATAC faculty member in helping to escalate technology issues impacting their school. Information will be provided to assist the ATAC faculty members to identify the appropriate IRD contact.
- V. Digital Infrastructure and User Services: Neil Schroeder
 - a. Eduroam: Global WiFi roaming is available at the universities participating in Eduroam. To connect to the WiFi, simply login with your UIW login and password. It provides a secure syndication through UIW.
 - b. VPN: VPN using Cisco AnyConnect is available. It enables the user to have a secure connection. A handout regarding the application will be attached to the minutes.
- VI. Instructional Technology: Kathy Bottaro
 - a. Online exam proctoring platform: A group will be formed to evaluate four different products. Each ATAC faculty member should identify a representative and submit the name to Kathy Bottaro.
 - b. Intranet website: The new intranet website build needs faculty input. Faculty input can come in a variety of ways including focus groups to react to ideas, school meetings, etc. Each ATAC faculty member should speak to Kathy Bottaro if they have an interest in providing feedback on the intranet design.
 - c. Redesign of instructional technology professional development delivery model: Instructional Technology is moving to a new model of delivery. Each of the schools has been divided and instructional technology staff assigned to the schools. Cesar and Terry will work with Main Campus and Ana will work with the Health Profession schools.
 - d. AV in the classroom update: Surveys are being done to determine updates needed in the classrooms.
- VII. Laptop Requirement: Lisa Bazley
 - a. Discussion: ATAC members discussed their schools' students need for computer access, but the ATAC members present stated that there was not a need for a mandatory laptop program. Nursing would like to establish minimum standards with the help of IRD. The standards would be established and communicated through student handbooks and upon interview and admission. Standards would vary on the program within the school, e.g. undergraduate nursing, graduate nursing, athletic training. The student then would obtain access to a computer that they could use in classes and for assignments, but a mandatory purchase program would not be required. Dr. Carvalho stated that pharmacy has already established minimum computer requirements. Michael Clayton stated that Graphic Design would like to establish a standard and possibly establish a purchase program where a computer would be purchased over 6 semesters. A laptop program could be too expensive with the graphic requirements. He also discussed that the use of VLab is not an option for all students as a persistent connection is required and is not available to all students, e.g. students south of the city. Dr. Harding stated that CHASS feels that computer labs are sufficient for their students' needs and that a laptop program is not required. Dr. Cardenas stated that SMSE sees that access to computers is required, but a laptop program is not. Dr. Grote-Cardenas stated that Education lists computer requirements in the course outlines. She shared that many students check out computers from the library, e.g. surface pros. Tracey Mendoza provided information on the library's program stating that

the computers are available for a 2-day loan and that they are in constant use. The laptops were purchased by SGA, but the program has been supported by IRD. Discussion followed regarding possible grant support of the library's loaner program. Juan Gonzalez stated that all students in online courses are required to have access to computers.

- b. There were close to 1,200 circulations of mobile devices in FY 18. Additional details regarding the loaner program can be found at: http://www.uiw.edu/library/services/tech_checkout.html
- c. Conclusions: A required laptop program will not be pursued at this time. The bookstore will be encouraged to continue selling laptops using requirements established by IRD as students on specific financing programs need to purchase their laptops through the bookstore. Resources for the library's laptop loaner program need to be explored. Each school/program should work with IRD to establish a standard for the school/program if needed for student success. Computer labs are essential to student success.

VIII. New Items

- a. Grades First/Confirmation of Attendance: Dr. Rosa Cardenas asked if attendance entered in Grades First could populate the Confirmation of Attendance. Lisa Bazley stated that IRD would investigate.
- b. TCEA Exhibition: A committee member asked if IRD would be able to facilitate attendance at the TCEA Exhibition Day to enable the faculty to see the newest technology. Several faculty stated that it has been a very effective method of seeing demonstrations of the technology over the years. The TCEA Exhibition Day will be on a Wednesday in February 2019. Lisa Bazley stated that IRD would investigate options.

IX. Meeting Dates

- a. A series of dates will be sent out for February 2019 to identify the best meeting date for the faculty now that teaching schedules have hopefully been established.