

## ACADEMIC TECHNOLOGY ADVISORY COMMITTEE

Monday, April 15, 2019 11:00am-12:00pm

NB 142 & Zoom

Minutes

**Present:** Lisa Bazley, Kathleen Bottaro, Neil Schroeder, Ana Gonzalez, Brian Anderson, Dr. Glenn James (Zoom), Dr. Zhanbo Yang (for Dr. Carlos Garcia), Dr. Denise Staudt, Dr. Tisha Harding, Dr. Jean Dols, Dr. Lucretia Fraga, Dr. Ron Washington, Dr. Paulo Carvalho (Zoom), Juan Gonzalez (Zoom), Dr. Diana Garza (Zoom), Michael Clayton, Dr. Amy Crocker (Zoom), John Champion

**Absent:** Tracey Mendoza, Dr. Susan Hall, Dr. Rosa Cardenas, Dr. Joseph Pizzimenti,

Meeting called to order at 11:00am.

- I. Participants were introduced.
- II. Meeting minutes of February 4, 2019 were reviewed. Ron Washington motioned for approval. John Champion seconded. Minutes were approved unanimously with one revision to change Dr. Staudt's title to Dean of Education.
- III. HEBSA Faculty Survey: Dr. Ron Washington
  - a. Dr. Washington discussed the technology needs of the HEBSA faculty (list attached to agenda). See action items.
- IV. School of Physical Therapy Discussion: Dr. Amy Crocker
  - a. Dr. Crocker discussed several items requested by the Physical Therapy faculty (list attached to agenda). See action items.
- V. Combined synchronous/asynchronous: Dr. Juan Gonzalez
  - a. Dr. Gonzalez and Dr. Garza discussed the use of synchronous/asynchronous education classes. Recording through Zoom and/or Ring Central was discussed. See action items.
- VI. UIW Libraries
  - a. The library is partnering in efforts to provide information and spark interest in Open Educational Resources- No Additional Cost (OER-NAC). Tracey Mendoza has spoken to several faculty and the Deans about workshops and is developing an infrastructure to support these efforts. Liaison librarians who specialize in discipline support (as well as Tracey or Dell Davis) are good places to start this conversation. In the fall, the Center for Teaching and Learning will host workshops related to OER/NAC. Dr. Garza mentioned that Open Stacks is another concept that can be promoted as a good first step in adopting OER. Updates in support across the state and legislation that impacts OER will also be discussed as well as how to best host OER within a selected platform.
- VII. Instructional Technology: Kathy Bottaro
  - a. Canvas: Ms. Bottaro stated that a Canvas sandbox has been set up. Mr. Clayton will be teaching 2 classes this Fall using open Canvas. The Blackboard contract ends 5/31/2020. A decision needs to be made regarding the direction that UIW will take for its Learning Management System. Each member of ATAC should participate in the Canvas pilot to help with decision making. Each school does have a representative on the Canvas pilot committee.
- VIII. Instructional Technology: Ana Gonzalez
  - a. Blackboard Template Review: Ms. Gonzalez reviewed a new Blackboard Template. The template is streamlined and should require less time to replicate courses each year. ATAC members requested a demo and a draft of the change to share with faculty before summer.
- IX. Updates: Lisa Bazley
  - a. Discussed the progress that ATAC has made over the last 2 years.
- X. Next Meeting: Kathy Bottaro
  - a. Kathy will continue to cochair ATAC. Dr. Lucretia Fraga will replace Dr. Jean Dols as the new cochair starting in the 2019-2020 academic year.
  - b. The next meeting will be held Fall 2019.
- XI. Dr. Crocker asked that the minutes contain a list of action items and the individual(s) responsible.

<b>Action Items</b>	<b>Responsible Individual</b>
Schedule meeting to discuss HEBSA's technology needs with Dr. Ron Washington, Tracey Mendoza, and Kathy Bottaro.	Kathy Bottaro
Send invitations to ATAC and IT Research Committee for April 29 <sup>th</sup> Qualtrics and Survey Monkey education sessions.	Kathy Bottaro
Schedule IT Research Committee to complete review of qualitative analysis software. (Dr. Crocker).	Kathy Bottaro
Determine if Canvas works with MindTap (Dr. Washington) and Vital Source (Dr. Garza).	Kathy Bottaro
Schedule Zoom training (Dr. Crocker).	Kathy Bottaro
Continue to request Zoom meetings to be included as a routine part of all UIW activities.	ATAC Members
Investigate mechanisms to improve Zoom meetings including a Meeting Owl and equipment in meeting rooms in which Zoom meetings will be held.	Kathy Bottaro
Evaluate the Ring Central Meeting Platform and consider the meeting platform.	ATAC Members
Participate in the evaluation of Canvas including building in sandbox and participating in education.	ATAC Members
Investigate the availability of UCert Training Materials (Dr. Garza).	Kathy Bottaro
Provide demo and draft of new Blackboard template for faculty to review prior to summer.	Ana Gonzalez
Set date for 1 <sup>st</sup> Fall 2019 Meeting	Kathy Bottaro/Dr. Lucretia Fraga