

Academic Technology Advisory Council Minutes
Monday, February 6, 2017
Barge 304, 1:00-2:00

Attendees: Chris Schedler, Tina Short, Doug Ryder, Yvonne Chueh, Mark Samples, Justin Carroll, Greg Harvill, Julie Bonner, Bill Thelen, Ping Fu, Zebulin Evelhoch, Sean Reichert, Lindsey Brown, Natalie Lupton, Calisa Cruse, Erik Ekberg

Absent: Anne Cubilie, Coco Wu

1) Introduced new student members to ATAC

2) Review of 1/23/17 meeting minutes

- a) G. Harvill moved to approve minutes, D. Ryder seconded, minutes approved as amended.

3) Information items

- a) Classroom Tech Update
- i) Plan to meet once a month. Discussed a sustainable funding model, capital project planning, maintenance and upgrades, and integrating technology into building design.
(1) Will be a call for proposals in Fall 17 for new capital projects, and discussed bringing them forward to ATAC for approval.
 - ii) Discussed Samuelson Tech Flex classrooms, will do a call for proposals from faculty on different ways they could be configured.
 - iii) Discussed centers and new Sammamish site.
 - iv) Discussed detailed spending plan for biennium and how unspent money is used.
 - v) Looking at replacement cycle of 4-5 years.
- b) Taskforce Updates
- i) DE rooms Black 113 and Shaw 115 should be ready for sign off, then moving on to Lynnwood for next planned upgrades, then Des Moines.
- c) EISC Update
- i) A. Bohman asked to let ATAC know that EISC will be looking at reviewing their governance structure policies and procedures.
- d) IS Update
- i) Uptick in the number of targeted phishing and spam attacks on campus, specifically aimed at Finance staff at CWU.
 - ii) CWU website underwent overhaul, there are menu updates that need to occur to get all links active on the pages. Problems should be sent to webteam@cwu.edu.
(1) Discussed Internet Explorer not working on CWU page, Public Affairs is working on it.
 - iii) Looking at offering programs in Sammamish in Fall of 2017, administration is negotiating with the City of Sammamish.
(1) It will be an instructional site, not a center.
 - iv) Discussed the N: drive, people have been storing files on the drive that should be on the S: drive for departmental use. File quotas will be added to the N: drive, want people to start using OneDrive for Business instead.
 - v) Have full-time program manager at JBLM, has met with and referred over 200 students to online program or JBLM Pierce site.

4) ATAC Student Member Recruitment

- a) Discussed other methods for publicizing the committee to students when it needs new members.
- b) Discussed doing flyers in the buildings to announce membership offerings.
- c) Discussed whether student members should report back to student government or not. Decided it would be a good idea for students to report information back from ATAC.

Action: Z. Evelhoch will contact Brittany at ASCWU to see if ATAC can be added to the ASCWU website as a committee that students can serve on.

5) New Business Proposed for Future Meetings

- a) Discussed having A. Bohman present 20/20 plan to ATAC as well.
- b) Discussed having an early preview of Samuelson and One-Touch classrooms that will be in them.
- c) Discussed the campus moves taking place, and where all the departments will be moving in terms of specific dates and the impact on orientation.
 - i) Discussed using CWU mobile app to inform students of the changes in locations and where they will need to go.
 - ii) Discussed updating the Facilities Campus Map to reflect changes and wayfinding signage about the moves.

Next Meeting:

Monday, March 6, 2017

Barge 304, 1:00-2:00