

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

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

1) Review of 2/6/17 meeting minutes

a) D. Ryder moved to approve minutes, C. Schedler seconded, minutes approved.

2) Determine ATAC meeting dates/times for Spring

a) Discussed scheduling a meeting 4/3 at 1.
b) K. Wu has issue with existing schedule next quarter as well.

3) Information items

- a) Taskforce Updates
- i) Distance Education
 - (1) Upgrades at Lynnwood are scheduled to begin 3/13 for four classrooms, will attempt to finish before Spring quarter starts.
 - (2) Des Moines has been pushed back to Summer due to heavy schedule of DE classes and Highline buildings offline. Which impacts classroom scheduling.
 - ii) Student Response Systems
 - (1) Doing a pilot of Top Hat for Spring, fully online web-based solution.
 - (a) Tried to work with hybrid solutions, but they have been problematic.
 - (b) Student adoption of smart devices is so high that web/app solution may be viable.
 - iii) Classroom Technology Workgroup
 - (1) Discussed reserve fund of \$1 million for instructional equipment and \$1 million for instructional technologies, \$750K additional reserved for desktop computer replacements, and \$700K in institutional reserve.
 - (2) Discussed having parameters and priorities for funding, and come to ATAC for review.
 - (3) Plans to upgrade 9 classrooms in Black Hall, 2 in Science I. Will look at additional classrooms that need upgrades.
 - (4) Discussed types of technology packages, would start with a base package that costs \$17,000 and has additional add-ons available.
 - (5) Discussed having some classrooms configured for lecture capture.
 - (a) Could use the DE classrooms or upgrade classrooms with webcam and Panopto.
 - (6) Lind upgrade had funding scaled back for classroom tech upgrades.
 - (7) Discussed whether furniture could be part of the upgrade funding, in the past it was part of capital projects.
- b) EISC Update
- i) A. Bohman investigating printing/scanning resources campus-wide to assess internal needs.
 - ii) Looking into document imaging business case and vendor assessment, Registrar and Financial Aid have high need, Registrar has over 2.2 million documents that need to be scanned into a searchable index.
 - iii) A. Bohman wants to look at updating the Acceptable Use Policy for the institution.
 - iv) ATAC business case suggestions were approved, new template will be posted on EISC site.

- v) MyCWU upgrade is scheduled for 4/13, in third wave of testing.
- vi) CAPS+ 4-year academic planning tool scheduled for 4/17 soft go-live, with full rollout in Fall.
- vii) Student Tech Fee has a quorum for making decisions, spent money on lab upgrades and looking at a 24-hour lab option within the 1891 Bistro.
 - (1) Had a meeting with chair of STF about funding emerging technologies, looking at the Multimodal Education Center and scaling up technologies there.
- c) BTAC Update
 - i) Solution request from Student Financials to develop interface for Perkins Loan System with the Finance System.
 - ii) Other request was for PayAdvice revision to allow employees to see what different departments money on their paycheck came from, and how much from each department.
 - iii) MyCWU likely will not be available for accessing tax documents during upgrade period.
 - iv) Taskforce was put together to see where preferred name was acceptable and where formal name needed to remain, putting an education plan together to inform students for the process of changing their name in the systems.
- d) IS Update
 - i) PeopleSoft 9.2 upgrade will take place in April.
 - ii) Will be changes to PC settings 3/8 to save on power and allow updates, users should log off instead of locking or turning off computers.
 - iii) Working on moving phones and data lines for the campus moves taking place.
 - iv) Working on move for Aviation team at the airport.
 - v) Sammamish learning site is underway, will do site visit 3/7 to look at estimates on technology, lease is scheduled for April, with the intent of having location operational by Fall Quarter. Site will be a standalone CWU site without support from co-located institution.

4) Extended Learning Strategic Plan

- a) Looked at draft to create plan for Extended Learning that would encompass Multimodal Learning, Running Start, Continuing Education, Centers, and Dual Admission.
 - i) Created three vision areas that guide the direction: opportunity centers, personalized learning, and modular programming.
 - (1) Opportunity centers would allow students to come to Centers for admissions, utilize services like Financial Aid, Advising, and speak with faculty.
 - (2) Modular programming would offer programming beyond a single degree, and split up components to allow classes to be used in multiple majors, would also encompass certificates, coding boot camps, and badges.
 - (3) Personalized learning would create individualized learning for students, three pilots are going right now that could be scaled and new initiatives could be piloted.
 - ii) Discussed learning analytics using data from Canvas and other systems to indicate when students are having issues or areas that are causing students to struggle in courses.
 - iii) Discussed targeted and sustainable enrollment, expanding gen ed online classes, and bringing more programs online: BS in Public Health, BS in Business Administration, and MA in Professional and Creative Writing will be available online in Fall.

5) Other Items

- a) Z. Evelhoch submitted request to have ATAC listed as committee on ASCWU website.

Next Meeting:

Monday, April 3, 2017

Barge 304, 1:00-2:00