

Academic Technology Advisory Council Minutes
Monday, June 5, 2017
Barge 304, 1:00-1:30

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

1) Review of 5/15/17 meeting minutes

- a) C. Schedler moved to approve minutes, S. Reichert seconded, minutes approved.

2) Information items

- a) Taskforce Updates
 - i) Distance Education: completed 3 of the classrooms at Des Moines, doing 2 at Lynnwood and 2 additional at 2 Des Moines over the Summer.
 - ii) Clickers/student response systems: had a good pilot with TopHat, looking at preferred vendor agreement and adoption of that platform, with a possible enterprise wide adoption next year.
 - iii) Classroom Technology Workgroup: discussed reserve funding for instructional technology in classrooms and instructional equipment outside of the classrooms. Working on guidelines and a proposal process for equipment funding, with the goal of having call for submissions in the Fall.
- b) EISC Update
 - i) Discussed accessibility technology policies and procedures.
 - ii) Discussed digital document management, signatures, and the workflow process for approving forms. Will likely be a RFI for needs on campus and then an RFP.
 - iii) Presentation from University Advancement on how they are utilizing data and looking at capital campaign for the university. Going to identify how different systems are able to share data for students, faculty, and staff.
 - iv) STFC will have a surplus for next year, looking at larger scale projects to fund such as a collaboration center, 24-hour lab, VR/AR.
 - v) Data center was scheduled to move into Samuelson, but there were cuts to furniture fixtures and equipment funds, so currently there is no funding to move the old data center.
 - vi) Information Services is doing a survey across campus to audit all the software systems that are licensed and the associated costs.
 - vii) Data warehouse expansion is ongoing, met recently with a consultant.
- c) BTAC Update
 - i) T. Short was elected as the new chair, going to do a year-end review of cases that were submitted.
 - ii) Goal to have J. Klucking come in for the next year and give a vision on what he would like the taskforce to accomplish.
- d) IS Update
 - i) Sammamish is moving forward with FMD and Media Services for proper power for motorized screens. Also looking at interim network service ahead of K20 availability.

- ii) Discussed conference room web cameras to replace loss of Polycom equipment in conference rooms across campus.
- iii) Faculty that have web space that was previously on I: drive will need to update their business cards to the new site.

3) Student Membership Application 2017-18

- a) ATAC is now listed on the Student Government website.
- b) Discussed application from B. McDougall, motion to vote on approving application, all voted aye. Application approved, will have to be approved by student government committee.

Action: B. Thelen will contact B. McDougall to inform him that he was approved.

Action: Z. Evelhoch will contact student government to start approval process.

4) Accessible Technology Policy/Procedures Draft

- a) Want to have policy to UPAC by 6/14 to have in place by 6/30.
- b) Policy for successful technology implementation across all areas of campus.
- c) Discussed video resources and closed captioning ADA compliance, which requires 98% accuracy.
- d) Disability services will be point of contact for questions, still open question on the larger enterprise-level structure for ensuring compliance.
- e) Discussed difficulties with testing and accessibility.
- f) Discussed whether external sites that the library subscribes to will also need to meet these requirements.
- g) Discussed whether this should be added to RFP for document scanning.
- h) Will be a committee called ADAPT (Accommodation and Action Planning Team) that will have reps from all across campus.

Action: Z. Evelhoch will ask A. Bohman whether external Library sites need to meet the accessibility requirements.

5) EOY ATAC Report Draft

- a) Discussed adding the accessibility policy to next year's council recommendations.
- b) Discussed ATAC having a role in recommendation for proposals for funding classroom technology.
- c) Discussed whether ATAC could review requests for computer lab consolidations or changes that are not managed by STFC, such as departmental labs.
- d) Discussed virtual desktop project that is going forward that would allow students to access specific software dependent on their enrollment.

Action: C. Schedler will send Computer Lab taskforce report to N. Hill.

Action: C. Schedler will get Faculty 180 report from C. Wu to incorporate into EOY report.

Next Meeting:

Monday, July 10, 2017

Barge 304, 1:00-2:00