

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

Attendees: Chris Schedler, Coco Wu, Tina Short, Shawn Reichert, Doug Ryder, Ping Fu, Justin Carroll, Amy Alder (for Lindsey Brown), Mel Palm, Julie Bonner, Deborah Wells, Brian McDougall, Calisa Cruse, Leslie Lotspeich for Kevin Archer
Absent: Yvonne Chueh, Bill Thelen, Mark Samples, Zebulin Evelhoch, Natalie Lupton
Guest: Jami Beintema

1) Review of 8/7/17 meeting minutes

- a) D. Ryder moved to approve minutes, S. Reichert seconded, minutes approved.

2) Information items

- a) Taskforce Updates
 - i) Signed approved vendor agreement with TopHat, a student engagement system. Going to build faculty adoption with the goal of an enterprise solution at the end of the year.
 - ii) Distance Education
 - (1) Started moving into Phase 2 for upgrades, have two classrooms at Des Moines, three at Pierce, and four at Ellensburg slated for installation.
 - iii) Classroom Technology Workgroup
 - (1) Discussed challenges of inventory and asset management in department controlled spaces.
 - (2) Discussed the option of a test classroom in Bouillon for testing new equipment and training purposes.
- b) BTAC Update
 - i) Solution requests
 - (1) Student Achievement would enhance advising notes and allow tracking of the modality used by student to meet with an advisor.
 - (2) FCS is using FileMaker database to track non-matriculated students, want to import them into MyCWU.
 - ii) Auxiliaries is starting to incorporate updates, adding functionality that will allow mobile ID.
 - iii) Wildcat Shop has updated their website to newer version to make it easier to use.
 - iv) Wildcat Shop will roll out full-service model this Fall, allowing for purchase online and pick-up in store.
 - (1) Discussed closed-off configuration that created a lack of visibility for students to browse books used by other classes or future classes they might be taking.
- c) IS Update
 - i) Sammamish is close to being finished, multiple enrollments in all classes.
 - ii) Lind is close to finished, doing final installation of projectors.
 - iii) Discussed new initiative for VR/AR on campus.

3) Classroom Technology upgrades

- i) Goal of updating 280 classrooms total across all campuses.
- ii) Have established Academic Technology & Media Services unit that will use various tools and metrics to determine upgrade priorities.
- iii) Developing 8-10 year refresh cycle.

- iv) Identified 10 standard classrooms (Black and Science I) for initial upgrades.
 - (1) Discussed also upgrading screens and projectors in Black 150, 151, and 152.
- v) Identified 9 DE classrooms (Des Moines, Pierce, Science I, and Hogue) that need standard classroom technology upgrades as part of DE upgrade project phase II.
- vi) Need approval from ATAC to request Instructional Technology funding through Provost.
 - (1) Voted to approve 10 standard classroom upgrades and 9 DE classroom upgrades, D. Ryder motion to move forward with approval, M. Palm seconded, approved.
- vii) Discussed Fusion, a new product that integrates with established Crestron control systems and proactively reports on equipment status and issues.

4) Instructional Equipment proposal form and rubric

- a) Discussed having proposals come in through ATAC, then making recommendations to Provost for Instructional Equipment funding.
- b) Plan is to have proposals come in for Fall and then start implementation process in Winter.
- c) Discussed timeline for when proposals are due and the approval steps. Will need Dean approval first and IS/FM review.
- d) Discussed sending call for proposals to multiple levels for marketing purposes.
- e) Discussed reviewing Fusion project through rubric to see how it works.

Next Meeting:

Wednesday, September 20, 2017

Barge 304, 3:30-4:30