

**Academic Technology Advisory Council Agenda**  
**Wednesday, April 24, 2019**  
**Samuelson 118E, 1:00-2:00**

**Attendees:** Mark Samples, Jami Beintema, Doug Ryder, Ping Fu, Sara Bender, Rebecca Rose, Geri Hopkins, Tina Short, Julie Bonner, Forrest Hollingsworth

**Absent:** Michael Marchand, Bill Thelen, Koushik Ghosh

1. Review of Meeting Minutes 4/10/19
  - a. D. Ryder motioned to approve minutes, G. Hopkins seconded, minutes approved.
2. Chair Nominations
  - a. G. Hopkins nominated and confirmed as incoming Council chair.
  - b. M. Samples, G. Hopkins, and F. Hollingsworth will meet to discuss duties and coming year initiatives.
3. Information Items
  - a. Faculty 180 Update
    - i. No update.
  - b. MML Update
    - i. Multimodal Learning will utilize existing SBCTC agreement for Canvas renewal due in coming months, anticipates staying with platform for foreseeable future.
    - ii. Multimodal Learning is bringing on a DE research position, will provide guidance for pedagogy, licensing, vendors, and a one, three, and five year implementation plan for a proposed DE course fee.
    - iii. Online Advisors report that online programs are not listed correctly in CAPS+, they are providing support and anticipating an updated software.
    - iv. Online Majors enrollment data for Spring 2019 is available, indicates a 133 student increase in enrollment over 2018. 44% of students take an online course, and Ellensburg campus students account for 50.88% of online enrollments.
    - v. Top Hat usage is exceeding license structure at ~100 courses, 3,600 students, and 40 instructors. F. Hollingsworth will make recommendation to STFC regarding increase.
    - vi. ATMS funding has been provisionally unfrozen, classroom technology upgrades and repairs will proceed as scheduled soon.
  - c. EISC Update

- i. Council voted to create third advisory council, Data Governance and Cyber threat Sub council (DCTAC), rosters are being created and M. Samples suggested faculty representation is included.
- d. BTAC Update
  - i. T. Short presented revised Business Case Template to EISC, who approved with note that language regarding Information Services inclusion in process is included.
  - ii. Solution request: Testing Services presented request for the ability for retake ALEKS (mathematics placement) tests to be offered under Planning Tab in MyCWU. BTAC suggested advancing request.
  - iii. Reminders to update emergency contacts will go out quarterly.
  - iv. New Gen Ed processing requests as well as curriculum, program, and transfer reports are live and actively being updated.
  - v. CAPS+ will be updated with New Gen Ed information.
  - vi. New website branding standards and layouts for accessibility are scheduled, Public Affairs will monitor and update changes.
- e. IS Update
  - i. Reviewing current process for chemical storage and tracking, forwarding initiative to catalogue department inventories in digital bank.
  - ii. PeopleSoft integration for HR-purchased learning management system is underway.
  - iii. Windows 7 update project has reached critical status, 238 machines remain.
  - iv. VoIP upgrade is fully mapped and on schedule.
  - v. Kaltura transition and implementation has started, migration schedule is aggressive and targeting July 17 deadline -- stakeholders from Brooks Library, IS, MML, other units have been identified.
  - vi. CIO search has resumed.

**Next meeting:**

**Wednesday, May 8, 2019**

**Samuelson 118E, 1:00-2:00**