

Academic Technology Committee

MINUTES OF MEETING: 2/02/07
Submitted Exec. Committee: _____
Submitted Academic Senate: _____

APPROVED BY COMMITTEE: _____
Approved by Exec. Committee: _____
Approved by Academic Senate: _____

Members Present: John Adams, Ardavan Asef-Vaziri, Hilary Baker, Larry Chu, Kimberly Embleton, Ellis Godard, Xiyi Hang, Daniel Hosken, Gloria Melara, John Noga, and Jacek Polewczak

Minutes: Marla Joseph

Excused: Steven Fitzgerald and Ashley Skylar

Guests: Thomas Garcia

1. Approval of Minutes – The minutes of the 12/01/06 meeting were approved as amended.

2. Previous Meeting Action Item Review

- a. *SPSS Software* – The software and license codes are on the ITR download website. A request was made to identify the older version license codes on the website.

3. Announcements

- a. Ellis Godard announced that a committee has been formed to draft a survey to measure the degree of effort needed to transform faculty webpages to be ADA compliant and he will send ATC a copy of the draft.
- b. Hilary Baker announced Steven Fitzgerald’s new role as Director of Academic Technology. Steve will continue to attend the ATC meetings.

4. Chair’s Report

- a. *ACAT Update* – John Noga explained that December’s ACAT meeting focused on ADA accessibility. Noga announced that the policy on Web Accessibility that had been vetted through the ATC committee was signed by the President. The new policy has a new timeline associated with it and is more lenient, although the implementation details are still being worked out. There may be some confusion on details in the timeline. Noga will attempt to get clarification.

The ACAT committee discussed agenda topics for future meetings, including:

- Web page organization at the college/unit level. Using consistency for ease of access.
- Email - Noga requested opinions on email to be sent to Baker or himself for future use.
- Moodle and other Learning Management Systems (LMS)

Noga requested that ATC member opinions on emails should be sent to Baker or himself for use in the ACAT discussions. Baker noted that we plan to gather feedback on how this campus is or would like to use LMS tools.

- ADA Policy Update* -- The issue that WebCT is not ADA compliant was brought up and Noga responded that it is a known issue and the vendor may, under pressure, fix the product. Similarly, concerns about CSUN's portal ADA compliancy issue were raised; Baker reminded the committee that the enhanced portal is due in June.
- Next ATC Meeting* -- Noga mentioned that the scheduled April 6th ATC Meeting is during Spring Break and it was decided to move that meeting to Friday April 13th.

- 5. Department / College Issues** -- An issue was raised regarding broken links on CSUN's webpages and if an automatic tool could scan the pages and alert the appropriate department. Baker offered to raise this with the Web Communication team.

6. CIO Report

- Enhanced Portal Update (handout)* -- Baker distributed a written update, high-level timeline, and conceptual draft designs of the three proposed portal pages for student, faculty and staff. Baker requested feedback on the designs. Starting in April, there will be extensive testing and Baker asked the committee to participate. One point was raised regarding the number of clicks necessary to get to the class roster a faculty member needs. Baker will address this issue.
- ITR Strategic Planning* – ITR is in the process of developing a strategic technology plan with goals and associated strategies. Baker will share the draft plan at the next meeting.
- Broadcast Email Update* – This policy was posted on the CSUN website with a link to associated procedures and a form to request broadcast email. There are a few editorial changes from the version that was vetted through ATC.

7. Discussion Topics

None

8. Policy

"I Forgot My Password" Policy Update -- Baker informed that there were edits to the policy that reflect this new procedure and she will email the draft policy for feedback.

9. New Business

None

Meeting adjourned at 4:00 PM. Next meeting is on March 2, 2007