Academic Technology Committee

MINUTES OF MEETING: <u>11/04/16</u>   APPROVED BY COMMITTEE: <u>12/2/16</u>
Submitted Exec. Committee: _____   Approved by Exec. Committee: _____
Submitted Academic Senate: _____   Approved by Academic Senate: _____

ATC Members Present: Chris Sales (Chair), Ardavan Asef-Vaziri, Braulio Diaz, Stefanie Drew, Ashley Geng, Joel Krantz, Stephen Kutay, Iswari Pandey, Henk Postma; *Excused*: Tara Fahmie, Uma Krishnan; *Absent:* Norm Herr, Stacey Aguila; *Executive Secretary*: Hilary Baker; *Recording Secretary*: Celene Valenzuela; Permanent Guest: Deone Zell; *Guests:* Ryan   Ranjit Philip

1. **Announcements**

   a. **Faculty Showcase** – Deone Zell invited all to save the date for the Faculty Showcase, scheduled for Monday, May 8, 2017 from 1:00 p.m. to 3:00 p.m. at the Oviatt Presentation room.

2. **Approval of Minutes –** The minutes from the September 9, 2016 were approved with two amendments and the October 7, 2016 joint ATC/ERC meeting were approved.

3. **Chair Report**.

   a. **ACAT Update**
   Chris Sales shared that ACAT discussed the draft of the Accessible Technology Initiative (ATI) instructional materials report. Kathryn Sharron, University Design Center Program Manager, is the coordinator for the campus ATI and she will be submitting the yearly reports to the Chancellor's Office.   Hilary Baker stated that there are three ATI-related documents (web, instructional materials, and procurement) that are submitted each year; the ACAT committee is responsible for reviewing the instructional materials reports.

   At ACAT, Dominic Little presented on the IT Survey results. Hilary Baker shared that the IT Survey analysis report, survey summary, infographics and summary of key findings are now available in the IT Survey webpage.

   Chris Sales shared that Wayne Smith discussed measurable on various campus planning goals.

   There was additional discussion on encouraging the use of Portfolium across disciplines. Pratima Dutta shared that Tseng College is using Portfolium in the Masters of Arts in Humanities program. There have been a number of discussions and planning in order to implement the tool in the classrooms. Faculty are helping students identify what they are learning and, in the process, upload their projects into Portfolium using hashtags and connecting them to specific skills.

   b. **ATC Documents in ATC Box Folder** – Hilary Baker shared that meeting and historical documents will be stored in the Box folder and members will be given access to view files. With the approval of the committee a Box folder will be created and a link to the minutes and agendas will be shared going forward by the ATC Chair. The committee agreed to implement the Box folder.

Chris Sales stated that Box will also be used as a collaboration tool when the committee reviews and edits documents.

c. **Deletion of Old ATC Listservs –** Hilary Baker shared that each year a new listserv is created. Historically, the committee has kept old listservs; however, they are not being used. The committee agreed to sunset the lists from previous years.

4. **VP/CIO's Report**

a. **Canvas Update (**www.csun.edu/canvas**) –** Deone Zell shared the timing and examples of the handouts that will be shared at the teaching with Canvas workshops. An announcement with the dates of the Canvas workshops will be sent to all faculty in the upcoming weeks.   Faculty can now access Canvas to test courses, start creating and familiarizing themselves with the tools. A mass migration of the 2016 courses will occur over the winter break. Faculty may choose to migrate previous year courses themselves by using the Canvas guides or by submitting a Moodle to Canvas course migration request form to the Faculty Technology Center (FTC). The FTC will be available for support from 9:00 a.m. to 5:00 p.m. for the first year and Canvas will offer 24-hour support. Hilary Baker encouraged the committee to share the Canvas website information with colleagues.

b. **Portfolium Update -** Deone Zell shared that there are a number of Portfolium challenges that take place during the academic year. The current challenge is called #myCSUNstory. The oral communication challenge asks students to upload a video discussing their path that has led them to where they are now, the obstacles that they have had to endure and their goals for the future. The deadline for this challenge is Monday, November 14, 2016. An additional Portfolium challenge focusing on the GI 2025 is scheduled for next semester. Deone Zell stated that any college may choose to start their own challenge.

c. **Proctoring Services Pilots –** Deone Zell stated that three faculty are testing the Proctor U proctoring service this semester in the Astronomy, Biology and Political Science departments.

5. **Discussion Topics**

a. **Teaching and Learning Spaces** - Stefanie Drew provided a demonstration on how she uses the Explain Everything for her class lectures. The Explain Everything application allows faculty to record, live browse, upload animations, and create interactive learning activities.

Stefanie Drew stated that she is part of the myCSUNtablet initiative team in the Department of Psychology. Tablets and applications have allowed for more engaging lectures and she is using Zoom to virtually meet with students who cannot attend in-person office hours.

6. **Affordable Learning Solutions (AL$) –** Lauren Magnuson shared highlights of the summer 2016 faculty pilot Affordable Learning Solutions initiative. Professor Amanda Harrison who teaches ENGL 205, adopted digitized selections from previous textbooks and uploaded them into Moodle. The library also purchased an unlimited use license for the eBook used by Professor Harrison to have zero cost new materials for students. Professor Clementine Oliver also utilized the same resources and reduced the cost per student materials from $70 to $39.53. Similar cost savings have taken place for Astronomy, Health Science and Business Law courses.

Lauren Magnuson shared that the Affordable Learning Solutions team conducted an AL$ student survey in Spring 2016. According to the survey results, the majority of students prefer to buy textbooks online, they think that course materials should cost in-between $21-$40, and would like professors to place digital materials in learning management systems.

Lauren Magnuson stated that CSUN was awarded $50,000 by the State of California to facilitate the AB 798 Open Educational Resources (OER) campus plan. There is a two-year implementation timeline starting in Spring 2017. She also shared that faculty mentors with experience in reducing the cost of course material for students are needed. Those who are interested in becoming a mentor may contact Lauren or

8. **Department/College Issues - None**

9. **Policy** – None.

10. **New Business** – None.

Meeting adjourned at 3:00 p.m.