

Academic Technology Committee

MINUTES OF MEETING: 2/03/17

APPROVED BY COMMITTEE: 3/3/17

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, Tara Fahmie, Ashley Geng, Joel Krantz, Uma Krishnan, Stephen Kutay, *Excused:* Norm Herr, Iswari Pandey, Henk Postma, *Executive Secretary:* Hilary Baker; *Absent:* Stacey Aguila; *Recording Secretary:* Celene Valenzuela; *Permanent Guest:* Deone Zell; *Guests:* Joe Bautista, Ryan Daisy Lemus, Carmen Lichtscheidl, Ranjit Philip, Ben Quillian

1. Announcements

- a. **March – ATC/ACAT Meeting** – Chris Sales reminded the committee of the joint meeting with ACAT is scheduled for the second hour of the ATC meeting on Friday, March 3, 2017.
- b. **VARJAM 2017** - Deone Zell shared that the VARJAM kickoff is scheduled for Friday, March 3, 2017. VARJAM is a month-long competition offering students opportunities to develop projects in two categories: Augmented Reality and Virtual Reality. The in-person demonstration of group projects and the opportunity to win grand prizes is scheduled for Friday, April 7, 2017.

2. Approval of Minutes – The minutes from the December 2, 2016 were approved without amendments.

3. Previous Action Items

- a. **myCSUNBox for video files** - Ranjit Philip shared that IT has been working with faculty and Box Support to resolve a video storage and encoding issues. Ardavan Asef-Vaziri shared that he has been unable to embed YouTube videos into his online PowerPoint slides and have the videos play automatically. Chris Sales stated there are difficulties with significant larger files. Ranjit Philip shared that he will be in contact with him to find a solution.
- b. **CSU Mentor replacement** – Ben Quillian shared that Cal StateApply is scheduled to go live on August 1, 2017. Students will use this system to apply to attend CSUN in Spring 2018. One of the benefits of the product is the “smart application” feature which populates questions specifically geared towards transfer, non-transfer and international students. It also allows for supplemental questions that can be used for letters of recommendation. Graduate Studies is also planning to transition to use the Cal State Apply platform.
- c. **Upload Grades into SOLAR** – Ben Quillian stated that IT launched the grade upload feature last semester. Approximately 100 faculty have utilized the new feature and IT has received very positive feedback from faculty about the time it saved them in entering grades.

4. Chair Report

- a. **ACAT** – Chris Sales stated that there was discussion at the ACAT meeting about myCSUNstory, Portfolium and the new Uploading Grades into SOLAR functionality. There was also discussion about the eLearning Institute this summer 2017 focusing on courses to help close the achievement gap and/or help with high enrollment and high DFU courses, tied to the California State University’s Graduation Initiative 2025 (GI 2025).
- b. **Agenda topics for upcoming ATC/ACAT meeting** – Chris Sales stated that he would like to discuss teaching and learning spaces in the upcoming joint meeting with ACAT. Stefanie Drew suggested a discussion on the possibility to adopt Mentor for graduate programs application submissions. There is confusion for students on the need to apply to the university and then to the individual college, causing students to miss application deadlines. Braulio Diaz stated that he will raise this issue at the upcoming Associated Students meeting.

5. VP/CIO’s Report

- a. **Canvas Update** (<http://www.csun.edu/it/canvas>) - Over 380 faculty are teaching in Canvas this semester; all colleges have faculty teaching in Canvas. In addition to Faculty Technology Center workshops and guides (see <http://www.csun.edu/it/faculty-canvas-support>), over 200 faculty have been helped by the Canvas vendor support. Joel Krantz shared that he is currently teaching on Canvas and noted that formatting does not smoothly import from Moodle to Canvas. Deone Zell shared that there are a number of workshops and guides that outline how to effectively import Moodle courses.
- b. **eLearning Institute** (<http://www.csun.edu/it/elearning-institute>) - Deone Zell shared that applications for the 2017 Summer eLearning Institute are now open. All faculty are invited to apply.
- c. **Portfolium “myCSUNstory” Challenge** – (<https://portfolium.com/challenge/myCSUNstory>)
Deone Zell shared a video highlighting the Portfolium myCSUNstory Portfolium challenges submitted by students. This Portfolium challenge was for students to submit a video of their story about their pathway to CSUN and their future goals. Joel Krantz stated that it would be a good idea to check back with the students in the future and create a follow-up video.

6. Discussion Topics

a. Automated Additional Pay System –

(<https://mysun.box.com/v/AutomatedAdditionalPaySystem>)

Daisy Lemus provided an overview of the Automated Additional Pay System, a system to support the CSU Additional Employment Policy and the Unit 3 Faculty Collective Bargaining Agreement which establishes a limit of 125% employment for an individual within the CSU system. The previously paper-heavy process is now automated with a two-step process: pre-authorization and payment authorization. Training has been offered to the Division of Academic Affairs and The University Corporation. Carmen Lichtscheidl shared that faculty should contact her any time for assistance.

b. TEAL Classroom Update – Joe Bautista provided an update on the TEAL classroom technology and space, sharing that students find it useful to receive PDF copies of notes and sketch boards, allowing students to interact in class lectures instead of taking notes. Students are more engaged and are excited about having access to power in the floor plugs, the flexibility of a modular space, and being able to integrate computers with the whiteboards. Chris Sales asked about the obstacles of teaching in the TEAL classroom space. Joe Bautista shared that the perimeter monitors do not sync with the main screen at the front of the classroom, there is no camera available for video conferencing, and there were minor technical issues at the beginning of the semester associated with adapting to a new space. Chris Sales stated that two cost effective ways to modify older, traditional learning spaces across campus are with modular furniture and flat wall monitors. Ardavan Asef-Vaziri stated that there is a need to match courses with classroom spaces.

c. Personalization in Classroom – (<https://mysun.box.com/v/CourseRedesign>) Tara Fahmie provided an overview of the PSY 301 course redesign, which has been supported by the College Dean. The goal was to design a new course that offers an online asynchronous format to increase student access and course quality. The course is a one-unit credit or no credit course and is required for approximately 3,000 Psychology majors. The features of the course include a personalized learning designer, check points, quizzes, visual syllabus, video check-ins, progress bar, self-graded quizzes, automated emails and an “introduce yourself” discussion forum. Students rate the class as among the best that they have taken at CSUN with a 97% to 100% passing rate and approximately \$1,200 in textbook cost savings over the last five semesters.

7. Department/College Issues – None.

8. Policy – Chris Sales shared that a resolution could be considered for the next academic year discussing cost effective, adaptable and appropriate use of classroom spaces.

9. New Business – None.

Meeting adjourned at 2:57 p.m.