Academic Technology Committee

MINUTES OF MEETING: 2/2/18   APPROVED BY COMMITTEE: 3/2/18
Submitted Exec. Committee: _____   Approved by Exec. Committee: _____
Submitted Academic Senate: _____   Approved by Academic Senate: _____

ATC Members Present: Chris Sales (Chair), Kaitlin Bahr, Rolando Cabral, Stefanie Drew, Tara Fahmie, Ashley Geng, Norm Herr, Joel Krantz, Stephen Kutay, Akila Murali, Henk Postma; *Excused*: Ardavan Asef-Vazir; Teresa Williams-Leon; *Permanent Guest*: Deone Zell; *Executive Secretary:* Hilary Baker; *Recording Secretary*: Celene Valenzuela; *Guests:* Ryan   Ranjit Philip, Ben Quillian, Kyle Shaver

1. **Announcements** – None.

2. **Approval of Minutes –** The minutes from the December 1, 2017 meeting were approved with one amendment.

3. **Previous Action Items**

    a. **Canvas** – Hilary Baker shared that Deone Zell and Ernie Perez met with Kaitlin Bahr to help faculty in her department needing assistance with the Canvas transition.

    b. **Repositories Best Practices Video** – Hilary Baker shared that the Faculty Technology Center can help the Oviatt Library create a video on best practices in the use of Canvas repositories. Stephen Kutay agreed to contact the Faculty Technology Center once the Oviatt Library is ready to begin the process.

4. **Chair Report**

    a. **ACAT Update –** Chris Sales stated that at the ACAT meeting, there was discussion on the usage of captioning. Hilary Baker shared that the University has funds that can be used by faculty for captioning. Funding is still available for captioning materials this academic year. Faculty interested in captioning instructional materials can contact the NCOD. An email with additional information along with the captioning postcard will be sent to the committee. Chris Sales stated that at ACAT there was additional discussion on Moodle power users and the transition to Canvas.

        Chris Sales added that Faculty President Adam Swenson asked to share with ATC the opportunity to join a working group, chaired by the Universal Design Center, focusing on Canvas accessibility tools. Working group members that are interested in joining the committee will be charged with a year of service starting this semester. The committee will meet twice a month. Hilary Baker shared a handout noting how the working group is defined on campus and highlighting the Ally

plug in tool that supports the accessibility efforts of the Universal Design Center. Ernie Perez will communicate with Kate Sharron at the Universal Design Center to confirm that Associated Students representatives have been nominated to the working group. Chris Sales asked that committee members interested in joining the working group should contact him for further information.

b. **Student Evaluation of Faculty -** Chris Sales stated that his experience with the new online student evaluation of faculty has been very favorable. The red wheel feature in the program is helpful in identifying the number of students that have completed the survey. Once more than 50% of students have completed the survey, the wheel changes from red to green. In total, 67% completed the survey in his class. Joel Krantz shared that the new evaluations process eliminates the potential of duplicate surveys being turned in by one single student. Akila Murali shared that she prefers to complete the surveys online and having the option of completing it at home. Rolando Cabral shared that most of his professors allowed in-class time to complete the evaluations on mobile devices. The completion of the evaluations took less than five minutes. Joel Krantz inquired about the storage of the data. Deone Zell will contact Janet Oh and verify where the data is being stored and for how long.

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

a. **IT Chatbot** (https://www.csun.edu/it/helpchatbot/) – Kyle Shaver demonstrated the beta IT Help Chatbot program. The Chatbot was funded by an innovation minigrant from the Chancellor's Office. It provides answers to frequently asked questions and is designed to simulate humanlike conversations via textual methods. It provides answers to commonly asked questions. The Chatbot will be integrated into the CSUN Mobile App and available on the website. Akila Murali inquired about the similarities with the other new CSUN Chatbot to assist first-time freshman with interactions using text messages. Ben Quillian shared that two Chatbots will be sharing answers and responses.

Stephen Kutay stated that the Oviatt Library has a LibAnswers FAQ database that would be good to integrate with the IT Help Chatbot. Ben Quillian will coordinate with Stephen to load this data into the Chatbot.

b. **eLearning and Academic Innovation Showcase** (https://www.csun.edu/faculty-showcase) This year's eLearning Showcase will be held on May 10, 2018 from 11:00 a.m. to 3:00 p.m. at the Oviatt Ferman Presentation room in collaboration with Academic Affairs and their Academic Innovation Showcase. Deone Zell shared that Tia Brown McNair, Vice President for the Office of Diversity, Equity, and Student Success at the Association of American Colleges & Universities (AAC&U), will be presenting at the Showcase. Hilary Baker stated that all are welcome to attend and are encouraged to register because space is limited. An invitation will be sent out to all faculty in the coming weeks.

c. **Canvas** – https://www.csun.edu/it/faculty-canvas-support) The CSUN Canvas frequently asked questions will be added into the IT Help Chatbot.   In addition to support from the Faculty Technology Center, the 24/7 Canvas support from the vendor is funded and available until June 2018.

d. **IT Survey** – Hilary Baker shared that the IT Survey is conducted during Spring semester each year. It includes satisfaction questions and this year's survey will also include some IT 20/20 Vision focused questions.

e. **Artificial Intelligence Faculty Exploration (AIx)** (https://www.csun.edu/it/aix) - Hilary Baker shared that faculty are invited to attend the Artificial Intelligence Faculty Exploration brown-bag conversations this semester. The brown-bags will be held on Wednesdays at noon in the Faculty Technology Center. Deone Zell shared that some of the topics that will be covered include Assistive Technology, Chatbots; and AI research opportunities.

   The AI-Jam student competition begins next month with the finale AI-Jam Showcase to be held on April 2nd at the Oviatt Ferman Presentation room. Stefanie Drew offered to share the URL in the faculty newsletter; Deone Zell will provide the URL.

6. **Policy**
   a. **Resolution on Teaching and Learning Spaces** Chris Sales shared a draft of the proposed resolution on Flexible Technology and Learning Spaces. Following a committee discussion, there were minor modification edits to the resolution document. Chris Sales will share the approved final draft resolution with Senate Executive Committee in March.

7. **Discussion Topics** – None.

8. **Department/College Roundtable**

   a. **Preferred Clicker Vendor -** Tara Fahmie asked about a CSUN preferred clicker vendor. Ernie Perez stated that there is a preferred vendor, Turning Technologies, which originated from a University student resolution. Hilary Baker noted that this question will be added to the IT Help Chatbot.

   b. **April ATC meeting date -** Stefanie Drew asked that the April 2018 committee meeting since the date conflicts with the CSUNPosium.   The committee agreed to reschedule the meeting. Chris Sales agreed to share a revised meeting date/time.

9. **New Business** – None.

Meeting adjourned at 3:00 p.m.