

Academic Technology Committee

MINUTES OF MEETING: 3/2/18

Submitted Exec. Committee: _____

Submitted Academic Senate: _____

APPROVED BY COMMITTEE: 4/20/18

Approved by Exec. Committee: _____

Approved by Academic Senate: _____

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

1. Announcements

- a. **AI-Jam** (<https://www.csun.edu/it/ai-jam>) – Hilary Baker shared that the AI Jam Kickoff event took place earlier in the day. There were approximately 100 students in attendance. Dr. Mariano Loza-Coll, from the Department of Biology, provided an overview of the emergence of artificial intelligence followed by a presentation on artificial intelligent by Michael Diamond, Senior Director Strategic Partnerships at NVIDIA. Vendors in attendance included Oracle, Microsoft, IBM and Amazon Web Services.

Deone Zell stated that for the competition, students must select from a research or innovation track, follow a series of milestones and create a video that will be uploaded into Portfolium. Chris Sales shared that AI provides the tools and ability to make students more competitive in their careers. Stefanie Drew shared that she has proposed two AI Jam projects as a faculty advisor. One project focuses on her research in visual neural science with the idea to create a bot that could be used to assist with faculty development tools that are already in place. Deone Zell shared that students have until March 9, 2018 to sign up.

Hilary Baker stated that all faculty are invited to join students at the AI-Jam Demonstration Showcase and Awards Ceremony on Monday, April 2, 2018 at 2:00 p.m. at the Oviatt Library Ferman Presentation Room.

- 2. **Approval of Minutes** – The minutes from the February 2, 2018 meeting were approved without amendments.

3. Previous Action Items

- a. **Captioning** – Kate Sharron, Accessibility Program Manager, is actively communicating with Associated Students to appoint a representative to a working group chaired by the Universal Design Center.

Kaitlin Bahr shared that she participated in a department meeting in which some of the faculty did not know about the importance and reasons for captioning coursework materials. Hilary Baker offered to mention this to Provost Li. Stephen Kutay stated that the Americans with Disabilities Act (ADA) mandates that information be made accessible for people with disabilities.

- b. **IT Chatbot** – Hilary Baker shared that Information Technology is in the process of adding additional content into the IT Chatbot that will be available in the CSUN Mobile App. Akila Murali shared that

she met with other Associated Students representatives and informed them about this new technology.

- c. **Student Evaluation of Faculty** – Deone Zell shared that Janet Oh confirmed that the official version of the Student Evaluation of Faculty reports is stored in the Personnel Action Files (PAFs). Digital copies are stored in OnBase, where departments and colleagues can view and download the reports. Instructors can access a copy of their evaluations via CoursEval.

4. Chair Report

- a. **ACAT Update** – Chris Sales stated that at the ACAT meeting, there was discussion on artificial intelligence innovation, Blockchain and data science. Hilary Baker stated that there are two different CSUN projects focusing on artificial intelligence, the AI Jam for students and the AIx for Faculty. Chris Sales shared that the discussion on Blockchain included issues around Blockchain uses and its processing speed. Wayne Smith presented on data science and the idea for a cluster hire.
- b. **April ATC Meeting Date** - Chris Sales noted that the April committee meeting has been rescheduled to Friday, April 20, 2018 due to the April 6 date conflict with the CSUNPosium. The rescheduled meeting will be held at the usual time and location from 1:00 – 3:00 p.m. in Sequoia Hall 250A.

5. VP/CIO's Report

- a. **eLearning and Academic Innovation Showcase** (<https://www.csun.edu/faculty-showcase>) – Deone Zell mentioned the upcoming eLearning and Academic Innovation Showcase, sponsored by the Office of Student Success Innovations, Academic Technology and Faculty Development. The showcase is scheduled for Thursday, May 10, 2018 at 11:00 a.m. at the Oviatt Library, Jack and Florence Ferman Presentation Room. It will feature a keynote address by Tia Brown McNair, Vice President for Equity and Student Success at the Association of American Colleges and Universities.
- b. **eLearning Summer Institutes** - Deone Zell added that there will be two eLearning institutes in summer 2018 during the weeks of June 25 and July 23. Both institutes will focus on high DFU courses that are typically taken by freshmen. Faculty eLearning Institute invitation notifications will be sent from the Department Chairs.
- c. **Canvas Update** (<https://www.csun.edu/it/recent-canvas-updates>) – Deone Zell shared that the recently implemented Canvas updates webpage provides information on new Canvas features for the current semester. The four that are currently listed are decorative images checkbox, student view button, menu icons and changes to allow comments option on announcements. The title of the webpage will be changed to “What’s New with Canvas” to make the information more prominent. Kaitlin Bahr asked whether the information could be grouped by semester.
- d. **Artificial Intelligence Faculty Exploration** *(<https://www.csun.edu/it/aix>) – Hilary Baker shared that there will be a series of brown bag AI conversations for faculty this semester. All the brown-bags will be held in Oviatt 30 starting at 12:00 p.m. The March 7 discussion will focus on AI and Ethics, the April 12 brown-bag will focus on AI and Assistive Technology, the April 23 brown-bag will focus on AI and Chatbots, and the May 2 session will focus on AI and Research.

6. Policy

- a. **Resolution on Teaching and Learning Spaces** – Chris Sales shared that the committee's final draft of the resolution on teaching and learning spaces was approved by the Senate Executive Committee and it will be presented as an action item at the Faculty Senate meeting scheduled for Thursday, March 8, 2018.

7. Discussion Topics – None.

8. Department/College Roundtable

- a. **Webmail Portal Login** – Henk Postma shared that one of his TA's noticed that once he is logged into Canvas and visits the CSUN Portal, it automatically logs him in which is not always the preferred option. Hilary Baker offered to evaluate options.
- b. **Lab Innovations with Technology (LIT)** (<https://mysun.box.com/v/lit-stem-funding-memo>) Chris Sales shared a memo from the Chancellor's Office regarding virtual teaching projects. Deone Zell stated that funding is available to support the redesign of STEM courses, encouraging CSU faculty to incorporate new technologies in their labs such as artificial intelligence and virtual reality. Chris Sales added that the Lab Innovation with Technology (LIT) program provides faculty with resources and support to redesign courses to improve student success, increase timely progress toward graduation and more effective use lab facilities. Proposals need Dean approval and should be submitted online. The submission deadline is March 27, 2018 and the awards will be announced on April 10, 2018. Additional information can be found at the CSU Innovation with Technology webpage (<http://lit.csuprojects.org>). Chris Sales shared the memo with the ATC committee and encouraged them to communicate to others about the funding opportunity.
- c. **Teaching Spaces** - Tara Fahmie shared that she is currently teaching in the Sierra Hall 386 space. One of the students in her class is wheelchair bound and frequently has to requests other students to move the tables for her. However, the tables in the space do not have wheels and are not easily moved. Hilary offered to follow up with Diane Stephens.
- d. **Classroom Safety** - Stefanie Drew shared concerns about classroom safety during a campus emergency. For example, she shared that in Nordhoff Hall 113 the doors do not lock and the doors open outward so there is no way to lock yourself and barricade inside the classroom. Students have asked faculty what they should do in this scenario. She mentioned that the college has discussed this safety concern with the campus Police Chief. Kaitlin Bahr shared that there is a Public Safety Advisory Board on campus that could be contacted if the committee decides to make technology suggestions. Chris Sales shared that there was confusion and shortage of communication with the recent Snapchat incident, which was determined to be a hoax. Hilary Baker shared that Chief Glavin and Dr. William Watkins recently met with students to listen and discuss concerns about campus emergencies, safety and communication.

9. New Business – None.

Meeting adjourned at 3:01 p.m.