

**Academic Technology Committee**

MINUTES OF MEETING: 5/4/18

Submitted Exec. Committee: \_\_\_\_\_

Submitted Academic Senate: \_\_\_\_\_

APPROVED BY COMMITTEE: 9/7/18

Approved by Exec. Committee: \_\_\_\_\_

Approved by Academic Senate: \_\_\_\_\_

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

**1. Announcements**

- a. ELearning and Academic Innovation Showcase – Deone invited faculty to the eLearning and Academic Innovation Showcase to be held on Thursday, May 10, 2018 at 11:00 a.m. in the Oviatt Library Presentation Room. The Showcase will feature a lunch and keynote address by Tina Brown McNair, Vice President for the Office of Diversity, Equity, and Student Success at the Association of American College and Universities.
- b. Stephanie Drew reminded faculty of the upcoming events.
  - The Steven Brookfield Learning-Centered Keynote address will be held on Tuesday, May 8 at 11:30 a.m. in the Orange Grove Bistro.
  - The Data Champions Symposium will be held on Wednesday, May 9, 2018 at 12:00 p.m. in the Extended Learning University Building, room 101.
  - The Writing Productivity Keynote address with Carol Sargent will be held on Friday, May 11, 2018 at 9:30 a.m. in the Whitsett Room.

**2. Approval of Minutes** – The minutes from the April 20, 2018 meeting were approved without amendments.

**3. Previous Action Items**

- a. **ADA Tables in Sierra Hall 386** – Hilary Baker shared that the Disability Resources and Education Services (DRES) communicated that they have made repairs to the ADA tables in Sierra Hall 386.
- b. **Lynda.com** – Hilary Baker shared that it may be possible to add the Lynda.com icon in the CSUN Mobile App.

Ben Quillian shared that there were a number of data points as a result of the 2017 IT Survey in relation to Lynda.com. The first one is from the student survey, only 27% of students were aware that Lynda.com is available and 72% were not aware of the tool. For those that do use the Lynda.com online service, the number one response for using the tool is that it is used inside the classroom. The second reason is that it helps students with their coursework. There is higher awareness amongst staff; almost 87% of staff is aware of the Lynda.com tool.

Akila Murali shared that she uses udemy.com to learn coding and other courses that are helpful to engineering students.

Stephen Kutay stated that the Oviatt Library created digital learning videos and that these can be shared with others. Hilary Baker stated that the videos could also be linked from the Lynda.com webpage and asked that Stephen Kutay share the information with Ben Quillian and Deone Zell.

#### 4. Chair Report

- a. **Proposed ATC Dates for the next Academic Year** – Chris Sales shared the proposed meeting dates for the next academic year.

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

- a. **Technology Changes Impacting Faculty – Summer and Fall:** (<https://mycsun.box.com/v/faculty-impact-summer18-fall19>)– Hilary Baker highlighted the upcoming technology projects impacting faculty this Summer 2018 and Fall 2018, including:
  - Eduroam will become the primary CSUN Wi-Fi network.
  - A Confidential Box environment will be launched for CSUN users to securely store CSUN confidential data.
  - A two-step verification process will be deployed for confidential data users
  - A new beta version of the Ask Matty Chatbot will be launched.
  - An enhancement will be made to the faculty “change of grade” process, transitioning from the paper process to an online streamline process.
  - The video storage V-drive will sunset at the end of the Fall 2018 semester and the U-drive storage will sunset at the end of the Spring 2019 semester. The IT Help Center is available to assist faculty and staff to transfer content onto YouTube and/or myCSUNbox.

#### 6. Policy – None.

#### 7. Discussion Topics – None.

- a. **ATI Institutional Materials** – (<https://mycsun.box.com/v/ATI-benchmarks-present>) Kate Sharron shared details on the Accessible Technology Initiative (ATI) reporting benchmarks. For procurement and web, the University has met the baseline that was established for success indicators by the Chancellors Office, so CSUN will focus in AY18/19 on accessibility for instructional materials.

Kate Sharron shared a handout on taking the first steps with Ally (<https://mycsun.box.com/v/ally-instructor-feedback-learn>). The University will be adopting the Ally tool to help with a portion of accessibility issues. Stephen Kutay noted that Ally itself is itself not ACA accessible and inquired about its limitations; Kate Sharron responded that Ally is currently undergoing an accessibility check. The tool is fairly new with an aggressive plan.

- b. **Classroom Safety (Chief Anne Glavin and Jason Wang)** – Stefanie Drew shared her ongoing concerns about classroom safety, specifically that she is unable to lock the door in the lab where she teaches. Her primary concern is the security of students during an active shooter situation.

Chief Glavin shared that active shooter conversations have been taking place across the University and invited all to view a short [video on active shooter awareness](#). During an active shooter scenario the recommendation is to, “Get Out, Hide Out, Help Out, and Fight.” This recommendation is for all, whether you are inside or outside a classroom.

Chief Glavin stated that the notion that one door lock will help in an active shooter scenario is not necessarily true. In addition, when an active shooter uses a semiautomatic weapon, the door lock

may be ineffective. There are many other actions that one can take to survive an active shooter scenario. Barricading doors even if they open out is a method. Stefanie Drew inquired on what can be used to barricade. Chief Glavin shared that anything can be used, including desks, backpacks and chairs. Chief Glavin also shared that sadly, the goal of an active shooter is to kill as many people possible as fast as possible. Active shooters do not waste time trying to take down doors and barricades that will hold them back. Active shooter situations generally take five minutes or less from start to finish, although, there are exceptions like the Las Vegas shooter situation.

Chief Glavin shared that State institutions do not have the funding to put a door lock in every door; CSUN is looking at a number of alternatives and possibilities. Factors need to be considered including fire code. Code requires for a door to be deactivated with one motion. Testing is taking place on single motion locks.

Kaitlin Bahr shared that some community colleges have the capability to go on full lockdown. Jason Wang shared that there is significant amount of wiring that is involved with a full lockdown system. Chief Glavin shared that the term full lockdown is used primary by K-12 institutions. The reason for this is that we do not have fences along the University and cannot go fully on lockdown. In a scenario in which the active shooter is an open space, a door lock provides minimal protection. Chris Sales shared that it is important to know that people can survive without locks.

Chris Sales conveyed the importance of video and loud speakers for an emergency. Jason Wang added that fire alarms could possibly be wired to receive and transfer voice emergency alerts.

Chief Glavin shared that the University has deployed a robust camera system. Campus technology helps enhance the campus community safety, however there is not enough financing to place throughout the University. The Closed-Circuit Television (CCTV) system helps solve crime in the University, particularly in housing. In addition, each campus blue light systems on campus have a 360-degree camera installed.

Chris Sales inquired about how the committee can help and the possible resolutions that can be presented to the Faculty Senate. Each year the committee focuses on best practices resolutions that relate to technology. Chief Glavin shared that funding for additional CCTV's on campus will help reduce and prevent crime. There is also a need to replace older models on a continuous basis.

- c. **ATC Chair Election** – Chris Sales was the sole candidate nominated to the ATC Chair role for the Academic Year 2018-2019. The committee unanimously voted Chris Sales to serve as the ATC Chair.

**8. Department/College Roundtable** – None.

**9. New Business** – None.

Meeting adjourned at 3:05 p.m.