

**Academic Technology Committee**

MINUTES OF MEETING: 4/12/19  
Submitted Exec. Committee: \_\_\_\_\_  
Submitted Academic Senate: \_\_\_\_\_

APPROVED BY COMMITTEE: 5/13/19  
Approved by Exec. Committee: \_\_\_\_\_  
Approved by Academic Senate: \_\_\_\_\_

*ATC Members Present:* Chris Sales (Chair), Akanksha Bedi, Stefanie Drew, Elise Fenn, Joel Krantz, Stephen Kutay, Henk Postma, Adwitiya Singh, Teresa Williams-Leon; *Excused:* Norm Herr, Brad Jackson; *Absent:* Kaitlin Bahr, Alexandra Satarova; *Permanent Guest:* Deone Zell; *Executive Secretary:* Hilary Baker; *Recording Secretary:* Celene Valenzuela; *Guests:* Ryan Conlogue, Kyle Dewey, Ryan Feyk-Miney, Ron Philip, Sabrina Rife, Paul Schantz

**1. Announcements**

- a. **CSUN Tech Fair** (<https://www.csun.edu/it/techfair>) – Hilary Baker shared that the annual CSUN Technology Fair is scheduled for Wednesday, May 8, 2019 from 9:30 a.m. to 1:30 p.m. in the USU, Northridge Center. It will focus on trends and emerging technologies in higher education and include Box, Dell, Canvas, Lynda.com and OnBase vendors. The guest speakers include Jeanne Holm, Senior Technology Advisor to the Mayor of the City of Los Angeles, who will speak about the innovative 5g wireless and other technology work that is taking place within the City of Los Angeles. All are invited to attend.
- b. **AI Jam Showcase** (<https://www.csun.edu/it/ai-jam>) – Hilary Baker shared that the AI-Jam student competition culminated on Monday, April 8, 2019 with three student team finalists who used artificial intelligence to solve assistive technology challenges. One of the student teams focused on the braille writing system, another team focused on American Sign Language, and the winning team focused on depression and anxiety. The winning team was granted entry into the I-Corp grant summer program
- c. **Copythaw: The Public Domain and Fair Use for Faculty and Scholars** (<https://library.csun.edu/events/copyright-2019>) – Stephen Kutay invited all to the Copythaw: The Public Domain and Fair Use for Faculty and Scholars event, scheduled for Wednesday, April 24, 2019 from 12:00 p.m. to 3:30 p.m. in Oviatt 251. Marty Brennan will present on Public Domain in 2019 and Kyra Folk-Farber will present on Fair Use and the Academy.

**2. Approval of Minutes** – The minutes from the March 1, 2019 meeting were approved without amendments.

**3. Previous Action Items** – None.

**4. Chair Report**

- a. **Faculty Senate Update** – Chris Sales shared that at the Faculty Senate meeting there was discussion about curriculum change, the impact of the recent Executive Orders, and the Faculty Senate response to the ASCSU Taskforce on GE courses. Chris Sales added that Dr. Mary Beth Walker has been appointed Provost and Vice President for Academic Affairs. Dr. Walker will begin her appointment July 1, 2019.

- b. **ATC Chair Election Next Month** – Chris Sales thanked the committee for their collaboration during the academic year and reminded the committee that nominations and voting for the ATC Chair for the next academic year will be held at the May meeting.
- c. **New ATC AY 19-20 Faculty Senate Rep** – Chris Sales shared that Mauro Carassai has been elected as the new Faculty Senate representative for the next academic year.

## 5. VP/CIO's Report

- a. **Information Security Awareness Training** (<https://www.csun.edu/it/security-awareness>)  
Hilary Baker reminded the committee that Information Security Awareness Training is required for all faculty, staff and student employees. Per CSU policy, Faculty who have access to confidential, Level One data need to take the training every year, all others are required to take the training every three years. Hilary Baker added that faculty, students and staff are encouraged to send an email to [abuse@csun.edu](mailto:abuse@csun.edu) with concerns about the validity of a link in an email.
- b. **Survey Tool Status** – Deone Zell shared that the survey tool evaluation is nearly completed. The tools that are currently being evaluated include Qualtrics, SurveyGizmo and SurveyMonkey. Chris Sales inquired about the survey tool that has been used in the past by Faculty Senate. Deone Zell shared that Faculty Senate President is happy with the use of Qualtrics as the Faculty Senate voting tool because it allows for truly anonymous voting.
- c. **eLearning Institute Summer** – Deone Zell shared that there will be no eLearning Institute this summer; it is currently being revamped. Deone Zell shared that Academic Technology can schedule custom Canvas workshops during the summer as needed. Faculty are encouraged to contact the Faculty Technology Center at [ftc@csun.edu](mailto:ftc@csun.edu) or 818-677-3443.

## 6. Department/College Roundtable

Henk Postma shared that there has been discussion at his college regarding two-factor authentication and Box for storage. Hilary Baker stated that two-factor authentication is being deployed application by application. For example, faculty who use VPN, myCSUNglobe and those that are financial users, will use two-factor authentication.

Teresa Williams-Leon shared that she looks forward to an updated campus safety video by the Department of Police Services. Hilary Baker stated that Chief Murphy and Captain VanScoy are reviewing possible products to help with classroom doors.

Elise Fenn shared that in Sierra Hall, specifically on the third floor, the computers are outdated. Stefanie Drew stated that she was informed that the software updated on the classroom blackbox is not compatible with the computers in that classroom and added that her classroom computer does not connect well with the projector. Chris Sales stated that he has experienced similar issues in the Engineering building. Chris Sales asked the committee to consider a recommendation to Faculty Senate for a process to refresh the computers on campus. Chris Sales stated that this could be a recommendation supplement to the previous ATC recommendation on teaching and learning spaces.

Stefanie Drew shared an additional concern would be that faculty are not consulted when remodeling projects take place. Kyle Dewey shared that faculty was consulted when remodeling the engineering building.

## **7. Discussion Topics**

- a. **CSUN Counts Dashboards** (<https://www.csun.edu/counts/>) – Ryan Feyk-Miney and Sabrina Rife provided a demo of the CSUN Counts Dashboards and the accompanying Data Glossary. Ryan Feyk-Miney stated that there are three public dashboard categories at this time, although more may be added in the future. The CSUN Counts Dashboards include standard dashboards, build your own report and the registration report. Sabrina Rife noted that there are additional dashboards, in addition to these public dashboards, which require a log in.

Ryan Feyk-Miney stated that when selecting the dashboards, sub-menus provide additional characteristics. There are filters including year range, college and department. Ryan Feyk-Miney stated that the most recent data currently available online is from Fall 2018. For access to Spring 2019 data, and for information not covered by the dashboards, individuals can contact the Office of Institutional Research. A feedback link is also available for users' comments.

Ryan Feyk-Miney stated that Tableau is the tool used for all of the dashboards. Paul Schantz shared that one of the great features of Tableau is great visualization and inquired about use of the software's mapping tools. Ryan Feyk-Miney indicated that the department has looked into geotagging, and it may be included in future projects. Teresa Williams-Leon stated that she has used the dashboards as part of the data champions team.

Henk Postma inquired about data privacy and confidentiality. While viewing dashboard demonstrations, committee members learned that aggregate results under four (4) are not displayed for faculty, though this filter does not apply to the student dashboards as separate rules apply. Sabrina Rife noted that Human Resources serves as the steward for faculty data. Hank Postma stated that he has had conversations with other faculty who believe that student data should not be made so easily accessible to the public. Ryan Feyk-Miney and Sabrina Rife indicated that they will research the matter on behalf of Janet Oh, who will report back to the committee on the issue of privacy and the FERPA filter. Chris Sales encouraged the committee to visit the CSUN Counts Dashboards webpage.

**8. Policy – None.**

**9. New Business – None.**

Meeting adjourned at 3:00 p.m.