Academic Technology and Educational Resources Committee

MINUTES OF MEETING: 11/1/13  APPROVED BY ATC COMMITTEE: 12/6/13
Submitted Exec. Committee:  Approved by Exec. Committee: __________
Submitted Academic Senate:  Approved by Academic Senate: __________

ATC Members Present: Chris Sales, Soheil Boroushaki, Xiyi Hang, Scott Kleinman, Peri Klemm, Joel Krantz, Stephen Kutay, David Miller, Christopher Woolett
ATC Executive Secretary: Hilary J. Baker, ATC Permanent Guest: Deone Zell
ATC Excused: Talar Alexanian, Sally Spencer, Patricia Seymour

ERC Members Present: Jerry Schutte, Debi Prasad Choudhary, Doris Helfer, Yanbo Jin, Greg Knotts, Garry Lennon, Ward Thomas
ERC Executive Secretary: Diane Stephens
ERC Excused: Nazaret Dermendjian, Michael Hoggan, Veda Ward

Recording Secretary: Toppacio Rodriguez
Guests: Victor Kamsit, Ben Quillian, Chris Sales,

Meeting called to order – 1:00 PM

Introductions

Announcements

• Applications for the 2014 Course Redesign were sent to all faculty via email.
• Teaching Naked, an open seminar, will take place on November 12 in OV 30.
• Steven Stepanek was appointed a faculty trustee to CSU Board of Trustees.
• ERC will meet on November 5th in addition to this Joint meeting with ATC. During Spring 2014, ATC and ERC will hold a second joint meeting at the ERC meeting time.

Chair Reports

ATC Chair Report – Chris Sales:

a.  ACAT meeting: A draft was received by Hellenbrand summarizing the factors which affect the prioritization of courses for captioning. Further details will be discussed in December when the Provost attends the ATC meeting.

b.  Syllabi Resolution: Two main points were discussed: policy around what professors must put in syllabi regarding communication options, and the resolution. Possible options for inclusion in the syllabi include office hours, office extension, email address, email response time, and use of myCSUNbox, Skype, and other technologies. Sales and Baker will attend the upcoming Faculty Executive Senate meeting to discuss the policy on email response time and whether it should be included in the syllabus requirements.
ERC Chair Report – Jerry Schutte:

a. **SB 520 Steinberg’s Bill:** The bill was tabled and will be brought up again in June 2014. CSU has one year to prove that they do not require private segments to manage their resources since they are capable of doing it themselves.

b. **Brave New World Symposium:** September 30 – October 1st included speaker Daphne Kohler, co-founder of Coursera.

c. CSU Board of Trustees approved the proposal to construct a new building that will become the permanent home for CSUN’s Tseng College.

VP/CIO’s Report

a. **CSUN 2013 Technology Surveys** *(Handout: Draft Summary of Key Findings):* This document will be posted on the CSUN IT Surveys web page. It summarizes the results from the two surveys conducted this year – one by CSUN and one by EDUCAUSE ECAR. Baker reviewed the key findings and opened it up to questions and comments.

Woolett shared information about an Associated Students (AS) project called AS on Wheels, in which a group of AS students go out on campus to share information about AS initiatives and answer student questions. This was initiated after AS identified the need for “organic” interaction rather than social media as a means for students to gain information.

b. **Supporting Data Informed Decisions:** Baker shared that Helen Heinrich was recently hired as the new IT Director of Data and Analytics; Helen previously served as the Chair, Collection Access and Management Services Department in the Oviatt Library. Helen’s initial priority is to implement a CSUN website that will provide access to dashboards and reports with data accessed from SOLAR and other CSUN databases.

Discussion Topics

a. **Student Printing in Computer Labs and Library:** Stephens provided an overview of the current status of student printing in computer labs and the Library. Lab policies on print vary. Some labs allow students to print a maximum of 20 sheets at no cost. There should be a common standard for how many pages can be printed and at what cost, since lack thereof creates confusion for students. The Library used to allow unlimited free printing but the resulting waste was too high, so a cost was introduced. Sales suggested that professors encourage their student to turn in soft copies of their assignments through the myCSUNbox file storage option instead of using hard copies.
The idea of a kiosk (e.g. HP 4100) was also discussed; it would print double sided, on special sized paper, in color and many other options.

b. **Classroom Technology Summer 2014 Refresh**: Stephens provided an update of the current work underway to determine the scope of the classroom technology equipment refresh, currently being planned for summer 2014. The equipment refresh will upgrade classroom environment to all digital, upgrade many projectors to allow for HDMI connections, replace thin client computers with computers with blue-ray DVD players.

c. **Classroom untethered and collaborative tablet teaching**: Zell provided an update on the use of “untethered” iPads in classrooms for the myCSUNtablet initiative. She also provided information about collaborative classroom teaching whereby professors are using iPads to test for immediate comprehension using apps such as Nearpod and Learning Catalytics. High-stakes testing (exams) on the iPad is also being piloted using Examsoft.

Meeting adjourned at 3:00 PM