

Faculty IT Advisory Committee
Monday January 27, 2013
12:00pm — 1:30pm

Committee Members Present: Andrew Carlos, Kevin Brown, Mitch Watnik, Aline Soules, Nancy White, Grant Kien, Jessica Weiss

Committee Members Not Present: Jiming Wu, Gwyn Rhabyt

IT: Borre Ulrichsen, Matt Collins, Rich Avila, Jacob Cambra, Steve Main

1) Approval of Agenda

Cellular phone report added: Mitch
Motion to approve agenda: Nancy
Second the motion: Grant
Agenda approved.

2) Approval of the 1/13/14 minutes

Minutes approved.

3) Report of the Chair

Reminder about meeting next Monday (Feb. 3).

4) Report of the CIO

Two major incidents:

- Balloons caused power outage; battery back-up failed to bridge to generators; working with Facilities to get UPS system back up
- Google email problem on Friday
 - Email was out, so used voicemail and AlertMe to notify
 - Aline: needed similar communications on gas leak; can Facilities also use that form of communication? Borre says yes, it is available to Facilities.

New Svc Desk ticketing system coming end of February

- Better view of our services and how to request them
- Better able to submit tickets and track them
- Definition of incident (something doesn't work) vs. service

5) AE 142/AE 142A Remodel Project – Rich Avila, Jacob Cambra

High-definition projectors, new screens, ADA-compliant desk, speakers added to rooms; 142 can control both rooms.

Mondopad:

- Can control remotely (Steve demonstrated using his iPad)

- Video conferencing
- CEAS training on new functionality
- Jessica: can we connect from a Windows tablet? Rich: don't know yet)
- Kevin: roll-out for more rooms? Borre: depends on prioritization, particularly coming from this group.
- Aline: currently cool technology, but what about in a few years?
- Steve: files can be sent to the machine; can use thumb drives and network shares. Can annotate your files using the built-in tools. Aline: that would be terrific for composition classes.
- Steve: Windows is the operating system. Microsoft Office added, plus additional browsers. Still working with new browsers to fix keyboard problem. Meg: would all of these documents be collaborative? Steve: still testing. Working on keyboard and Gmail account problems.

Aline: what about support for this room? Rich: Help button (chat) in Utology.

No Panopto/lecture capture yet; working on it.

Andrew: confusion about references to projectors. Jacob: we are looking at alternative names.

6) Meg Wright's presentation to new faculty – Meg Wright

Working with Jessica and Jody Servatius on workshops for new faculty. Gave new faculty overview of instructional design. Continual improvement of course design. How to share the knowledge. Blackboard changes/improvements over time. How can faculty become aware of these changes? Meg showed some parts of her recorded Panopto session: evolution of online pedagogy. best practices in online course design. [Link to presentation: <http://ebr.csueastbay.edu/Panopto/Pages/Viewer/Default.aspx?id=66f8db52-7a6a-4c20-a556-3c1fa37b4182>].

Additional information for new faculty: resources in faculty development; intro to campus; tools and building blocks; first-year faculty experience workshops.

New faculty development webpage: link from faculty tab
<http://www20.csueastbay.edu/faculty/ofd/index.html>

Example of sharing document in Google.

Bernie: QOLT as an instructional design model. Shared understanding of goals for good course design. [see separate document]

7) Lab Capacity Concerns – Mitch

Mitch sent document for review. Aline: OK with most of it. Last part about resolution could be changed. Grant supports the softening of the language.

Motion to approve with that amendment (Grant). All approve.

8) LMS Evaluation Subcommittee Membership Update – All

Ray/CEAS; Levant; Library - Andrew; Brian Cook will provide a faculty member.

Jessica: maybe someone from Ethnic Studies or from Human Development? Luz Calvo?
Nancy: what about CBE? Mitch has identified a CBE representative.

9) Cell phone memo.

Jessica: safety issue needs to be addressed. Employee safety issue is not resolved and should be added to the memo. Another talk with Facilities may be needed. Borre: we are looking at some other options. Aline: Library incident in the stacks a few years ago. Jessica: higher expectation of connectivity. Will add information about dead zones on campus: Library and A&E examples.

All in favor of sending to the Senate.

10) Future Other Topics to Discuss

None at this meeting. Next meeting back in LI2250.

10) Adjournment