

California State University, East Bay
Information Technology Advisory Committee
Minutes from the meeting of May 15, 2017

- Present: Andrew Carlos, Chair (LIB)
David Fencsik (At-large)
Jiansheng Guo (CLASS, COBRA)
Pei-Hui Hsu (CBE)
Patrick Huang (CSCI)
Rita Liberti (At-large)
Jessica Weiss (CLASS, Faculty Development)
Roger Wen (Presidential Appointee)
- Apologies: Matt Collins (Interim CIO)
Mark Karplus (CSCI, Senate Chair)
James Mitchell (CEAS, CIC)
- Visitors: Twinki Mistry (Director, Service Quality, ITS)
Eric Neumann (Director, Academic Technology and User Support, ITS)

1. Approval of Agenda: Passed (Liberti/Fencsik)
2. Approval of 5/1/2017 Minutes: Passed (Carlos/Guo)
 - Change number of student users of Baycloud from 100 to 1000
 - 3b is incomplete. Ignore, or just add a period.
3.
 - a. Report of the Chair:
 - Excom has passed the Computer Refresh Policy and the report on Faculty Instructional Technology Support at CSUEB.
 - Carlos provided delicious home-made zucchini bread.
 - b. Report of the CIO:
 - Regarding international ransomware incidents, CSUEB computers on active directory have been patched and should be immune to these attacks. No incidents have been reported. Service desk tickets should be filed for computers that are not on active directory.
 - CIO interviews are starting soon.
4.
 - a. Blackboard add-on: Ally
 - Wen explained Ally, which increases content accessibility in Blackboard.
 - Ally automatically converts content into various accessible formats for students to download and provides opportunities for

faculty to adjust and improve accessibility of course content by providing on screen tutorial.

- Guo asked about automatic audio to text conversion. It is not available yet, but audio/video captioning is on their road map. Currently Ally is able to convert text into audio file.
- Ally computes a score that reflects how accessible an item is, thereby providing data on how we are doing.
- Weiss commented that Ally is very much learning oriented, with clear text to speech conversion (Audio file). Working on conversion of student work.
- Wen stated that they are working on the VPAT for Ally, which must be approved before we can turn on the Ally feature.

b. Cloud Storage Guidelines - Final Review

- Question about clarification of what kinds of “trade secrets” might apply to CSUEB.
- ITS will revise and finalize next academic year.

c. Web Policy - final Review

- Previous questions about faculty/staff workload issues will be brought to the council of deans.
- Wen asked about approved stock photos. The policy should include a link to such resources.
- Can email Dan LeGate or submit a ticket to update a unit’s website to the new format.

d. Panopto Guidelines

- Modified so all information is archived after 1 year + 2 academic quarters (for incomplete make-up).
- The committee simplified: after 2 years from last view, content is archived; after another 2 years, it is deleted.
- Instructors still have the option to extract portions for storage on different systems for future use.

Congratulations to Carlos on excellent leadership of the committee this year.

Adjourned.

Submitted by David Fencsik