

Academic Technology Advisory Committee

Committee Chair, Michael Greenwich

Meeting Minutes December 1ST, 2017

West Charleston F-101

Attendance: See the end of the minutes.

Ex-Officio Proxies: LeeAnn Davis for Lisa Bakke, Monty Young for Connie Newton

I. Call to Order

A. Chair Michael Greenwich called the meeting to order at 1:03 p.m.

II. Opening Remarks

Chair Greenwich thanked the committee members for attending the final meeting of the 2017 semester and doing their duty for the committee by submitting ratings. He also asked everyone to check their information on the sign-in sheet because that will be used to update the website.

III. New Member Introduction

Chair Greenwich introduced two new voting members and one new ex-officio member: LeeAnn Davis will be new ex-officio for the budget office, Karen Wake and Teresa Rogers for the School of Health Sciences.

IV. Reports

Budget Report: (LeeAnn Davis)

No new information to report.

eLearning & Canvas Report: (Terry Norris)

eLearning is working on some updates to the student online readiness assessment tool because of GoCSN.

They have also been working on the online accessibility of Canvas. Currently exploring a product called Ally to help with accessibility within Canvas. Ally tells if documents are accessible or not and how to fix them if they are not. Ally also adds tools for students like text to speech within Canvas. Ally will also let eLearning monitor accessibility at a campus level. UNR already has Ally and eLearning has been talking

to them about how it is working. eLearning is also creating materials to support accessibility with the Faculty Senate Instructional Technology Committee to give faculty more resources to help make their course accessible.

Terry wants to remind everyone that Turn-It-In is available in all Canvas courses.

The NSHE Chancellor will be teaching a CSN Political Science Class Spring 2018.

Canvas has released a built in accessibility checker that Terry demonstrated.

CAPE Report: (Jann Carson)

Jan was not present. Michael indicated that Jann had not sent him any items.

OTS Report: (Cheryl Feldmeier)

Cheryl did not attend the meeting, but let Michael know they are working on the demonstration classroom and they expect to have them ready next semester.

Web Report: (Mike Fite)

Mike did not attend the meeting and no report was forwarded.

iNtegrate/MyCSN Report: (Connie Newton)

Monty Young attended for Connie Newton. He did not have a report, but was just there for questions. Committee members did not have any questions.

V. Approval of Minutes of the Sept 1st, 2017 Meeting

These minutes were approved unanimously as written.

VI. Vote on Equipment Request Ranking & Recommendation

Chair Greenwich shared the compiled ranking sheet and asked for comments. It was discovered there was a sorting error and this was corrected before the final vote. There was an objection to the 3D printer being ranked the highest and there was a discussion about the appropriateness of the ranking

method. Michael indicated that we would revisit the ranking process in the spring semester to see whether we would need to make any changes in our future ranking. After this decision, the committee unanimously voted to recommend the top thirteen requests for funding and the rest of the requests to be sent to the budget committee.

VII. ATAC Website

Michael asked the committee to send him any comments on the ATAC website and corrections/changes need to be made to the website. He would post the meeting schedule for the spring semester on the website. He thanked to Lisa Bakke for the idea for the website and Jim Matovina, Math Department Webmaster, for creating it.

VIII. Membership Issues

We will have new members to replace the missing members from School of Health Sciences and additional members from Business, Hospitality and Public Services. Chair Greenwich does not think we need to amend the bylaws, but he still thinks we need to discuss how to remove members that do not conduct the committee duties, in future meetings.

IX. Old/New/Other Business

None

IX. Adjournment

A. The meeting was adjourned at 2:05 p.m.

Attendance

Voting Members	Area	Present	Proxy	Absent
Billings, Paul	Education, Behavioral & Social Sciences	X		
Danforth, Courtney	Arts & Letters	Sabbatical Leave		
Fortner, Anthony	Accounting	X		
Goldwater, David	Science & Mathematics	X		
Greenwich, Michael	Science & Mathematics (ATAC Chair)	X		
Hall, Rosemary	Counseling	X		
Hardy, David	Advanced & Applied Technologies	Sabbatical Leave		
James, Tim	Arts & Letters	X		
King, Emily	Library (ATAC Secretary)	X		
Leavell, David	Arts & Letters	X		
Lines, Christine	Arts & Letters	X		
McDade, Regina	Health Sciences	X		
Michelson, Rhett	Science & Mathematics	X		
Pannell, Diane	Advanced & Applied Technologies	X		
Perez, Sheri	Education, Behavioral & Social Sciences	X		
Protz, Heather	Advanced & Applied Technologies			X
Rogers, Teresa	Health Sciences			X
Saladino, Steve	Education, Behavioral & Social Sciences	X		
Wake, Karen	Health Sciences			X

Ex Officio	Area	Present	Proxy	Absent
Bakke, Lisa	Associate Vice President, Budget Services			X
Bearce, John	Executive Director, Institutional Research			X
Carson, Jann	Director, CAPE			X
Charlton, Patty	VP of Finance & Budget			X
Davis, LeeAnn	Director, Budget Services	X		
Feldmeier, Cheryl	Senior Director, OTS			X
Fite, Mike	Webmaster, OTS			X
Lewis, Wilfred	Director, Facilities Management			X
Newton, Connie	Director, MyCSN Technology Group		X	
Norris, Terry	Director, Office of eLearning	X		
Vaithyalingam, Mugunth	Chief Information Officer, Technology Services			X