MINUTES OF THE ACADEMIC INFORMATION TECHNOLOGY  
OF THE ACADEMIC SENATE

CALIFORNIA STATE UNIVERSITY, FRESNO   
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Office of the Academic Senate

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February 02, 2015

Members Present: P. Newell, A. Nambiar, J. Beynon, R. Amarasinghe, , A. Espana-Najera, R. Sanchez (TILT – ex-officio), J. Michael (Technology Services – ex-officio), D. Dutra, T. Siechert, B. Auernheimer, O. Benavides, D. Nef, M. Bach

Members Absent: J. Madrigal (ASI Representative),, Kevin Ayotte (Senate Chair)

Guest: B. Berrett

Meeting called to order at 1.06pm by O. Benavides

1. Agenda: MSC to approve the Agenda of February 02, 2015
2. Minutes: MSC to approve the Minutes of November 10, 2014
3. Communication and Announcements

* J Beynon informed about a study abroad program in London from School of Arts and Humanities. He is scheduled to run the program this summer. He is proposing to run it as a DISCOVERe class.
* O Benavides informed that he is on the interview panel for CIO. He informed that there are 2 faculty from the Academic Senate involved in the process. He is going to Long Beach tomorrow for an interview
* O Benavides informed that there are group of teachers (K-12) from Spain and Mexico from July 20 - 25. He encouraged DISCOVERe faculty to share experiences with them.

1. Technology Services Update – J Michael
   1. Distributed updates offline via email.
   2. J Michael informed that there will be a few 15 minute network outages early in the day on Saturdays.
   3. J Michael hopes to close the network upgrade project in March.
   4. J Michael informed that telephone issue has been fixed - tests have been done in a few areas on campus and have been successful. Starting tonight, rest of the phones will be moved over to the new firmware which was last updated 7 years ago.
      1. P Newell informed that at the library, it has been decided that major updates are usually done on first Friday of the month. He inquired if such a standard schedule might work campuswide.
         1. J Michael mentioned that it might be possible for some issues. Some other issues might need immediate updates. He agreed that a better job needs to be done to communicate scheduled outages.
      2. B Auernheimer mentioned that some of the network upgrades was decided by CO's office and it was decided to to be done during finals week which might not have been the best time.
      3. O Benavides inquired about hardware.
         1. J Michael responded that there is a budget schedule for hardware upgrades. There are no current plans to replace telephone sets in the next 2-3 years.
      4. O Benavides mentioned that parts of the system begin to fail such as speaker, display, microphone, etc.
         1. J Michael responded that it would be best to call help desk to get individual devices replaced. However, if these become more common, that might be an indication that a campuswide replacement is overdue.
   5. J Michael informed that they are still working on migrating to uAchieve from DARS. It is taking longer than anticipated due to scheduling issues. The hope is to make it available this Spring.
   6. J Michael informed that the plan is to use imaging solution for financial aid applications.
   7. J Michael informed that help desk will begin to be available on Sundays beginning March.
   8. J Michael informed that the mobile app has functionality to add and drop classes. The next level is to provide financial aid capabilities.
   9. J Michael informed that as long as active faculty/staff/student are entitled to download Office 365 software to a school-owned or personal device. This is because CO's office has licensed this for all campuses.
      1. P Newell inquired if there are promotional material to let faculty/students know about this.
         1. J Michael mentioned that there is no such material right now.
      2. P Newell requested that this item be added as a new business item in the agenda for today's meeting.
2. Quality Assurance Grant - B Berrett
   1. CO came out with a call for proposals for QOLT. QOLT allows our faculty members to work with to improve online courses.
   2. CO had two trainings - QOLT 1 (2-hr training) and QOLT 2 (8-hr training). He and Instructional Designers attended training and found that our campus are ahead of the curve in terms of training
   3. CO is looking for courses to become part of CourseMatch.
   4. CO is offering recognition if the course is evaluated using QOLT rubric both by ID and students.
   5. CO is offering both QOLT and QM training. Our campus has decided to go with QOLT. Both instruments are similar.
   6. Our campus is going through a process that allows faculty to get courses QOLT-certified.
      1. J Beynon inquired what would motivate a student to seek out a QOLT-certified course
         1. B Berrett mentioned that it would be more for accreditation.
      2. J Beynon inquired what would happen with non-QOLT-certified courses
         1. B Berrrett mentioned that this would eventually be mandatory for all online courses once APM 206 is approved.
      3. J Beynon mentioned that there needs to be a buy-in from faculty about these rubrics and certifications. He suggested that we use this opportunity to attract faculty to determine what QOLT badge entails.
         1. O Benavides mentioned that one of the rationale of CO's office for these initiatives is to provide faculty more professional development opportunities for faculty across all CSUs to improve quality of all online courses.
      4. D Dutra mentioned that these are important for accreditation and evaluation of online courses.
3. TILT/CSALT Update – R. Sanchez
   1. R Sanchez informed about the TILT conference in January.
   2. R Sanchez informed that a campus dialog will begin about student response systems. Currently we have iClicker and this is fairly old and we need to have a discussion on these response systems.
      1. O Benavides mentioned that there is a system which is paper-based
   3. R Sanchez informed that we have a new instructional designer at TILT.
4. DISCOVERe - M. Pronovost
   1. We have satisfaction rates of over 80% from students and 90% from faculty.
   2. Students saved 55% compared to a traditional course
   3. Students felt more engaged in a DISCOVERe course compared to a traditional course.
   4. Working on a summer abroad program for DISCOVERe.
   5. Working towards 5000 students in Fall with 120 faculty.
   6. Espana-Najera inquired if there is any word on grants for students in Fall
      1. There is no word on that yet.
   7. O Benavides inquired about impact on wi-fi
      1. J Michael mentioned that it is working well. The performance and availability is good. There is funding to upgrade wireless footprint.
      2. J Michael mentioned that more response systems will use tablets and smartphones and this would impact wireless systems.
      3. J Michael mentioned that at the ITECC meeting last week, President Castro reiterated the need for outdoor wireless.
5. Gartner Hype Cycle - B Auernheimer
   1. There are two reports - Horizon and EDUCAUSE - that CIO needs to be concerned about
   2. Gartner recognized a hype cycle for education
      1. MOOCs and mobile learning low-range and medium range handsets are predicted to be obsolete
      2. 802.11n is near the plateau of productivity.
   3. J Michael pointed out that some of these frameworks are already in use in the industry and the cycle is telling us that it is coming to education.
6. Non-centrally Allocated Classroom - P Newell
   1. Working on providing a list of non-centrally allocated classrooms that really need technology upgrade to the Provost. The snapshot will be completed by next week and provided to Provost who would then provide them to the Deans. The Deans have to then prioritize the upgrades.
   2. This is a significant investment to get all classrooms upgraded and to maintain them.
   3. P Newell informed that he is on sabbatical and O Benavides would be the point of contact
7. CIO Search Update
   1. J Michael mentioned that the committee is making good progress.
   2. J Michael mentioned that the committee is working with the consultants to refine the position description document.
   3. B Auernheimer agreed that it is more than a position description - it is a prospectus to the candidate
   4. O Benavides mentioned that the Academic Senate declined to participate in the discussions with the consultants.
8. Old Business
9. New Business
   1. Office 365 - P Newell
      1. He mentioned that we need a way to communicate to faculty/students about available licenses and cloud applications that campus has a site-license for.
      2. M Bach mentioned that at the community college, this information is provided on Blackboard.
      3. O Benavides agreed that there needs to be information provided
      4. Espana-Najera agreed that it would help if faculty have the information to communicate with students
      5. R Sanchez mentioned that Instructional Design team is testing Office 365 to see how it can be used.
   2. Classroom Services - J Beynon
      1. Classroom services is not providing VHS support
         1. J Michael mentioned that it is now provided by TILT - TILT is providing conversion facilities
         2. O Benavides mentioned that there are some VHS players for check-out on the 4th floor on the Education building

Adjourned at 2.33pm