

MINUTES OF THE ACADEMIC INFORMATION TECHNOLOGY  
OF THE ACADEMIC SENATE  
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September 21, 2015

Members Present: A. Nambiar, J. Beynon, R. Amarasinghe, , A. Espana-Najera, A. Iriberri, Y. Kim, J. Michael (Technology Services – ex-officio), B. Auernheimer, O. Benavides, M. Bach, C. Vieira (TILT – ex-officio), D. Nef, N. Stevens (ASI Representative), M. Pronovost (DISCOVERe), O. Leon (CIO), T. Siechert

Members Excused: D. Dutra, P. Newell, Kevin Ayotte (Senate Chair),

Guest: M. Garvey, J. Colvin (Classroom Services)

Meeting called to order at 1.04pm by O. Benavides

1. Agenda: MSC to approve the Agenda of September 21, 2015
2. Minutes: MSC to approve the Minutes of May 04, 2015
3. Communication and Announcements
  - None
5. Learning Platform Services Taskforce – G. Hanley, Assistant Vice Chancellor, Academic Technology Services
  - Current contract for Bb is ending June 2016. A task force was put together to help coordinate an effort to communicate in about the various campus needs and to communicate out to campuses about changing environment.

- Starting Fall 2015, the task force began putting together webinars that help bring everyone up to speed about the current state of affairs in LMS.
- One of the tools that is being created is a social-media-strong website allowing feedback and exchange of ideas across campuses. This will allow the task force to develop a RFP at the system level. The RFP would be a master vending agreement with multiple vendors for various campuses to then negotiate with for particular services. RFP will go at the end of Fall 2015 or in January 2016 following which there will be a participatory RFP process where vendors apply. The vendors are then brought to the CO's office for showcasing products. The CO's office will bring campuses to CO's office for these sessions. This has been done in the past.
- For campuses with Bb, CO's Office is working to extend the contract beyond June 2016 for at least 1 year.
- O. Benavides inquired about the composition of the task force.
  - G. Hanley responded that it consists of CIO of Chanel Islands, Ellen Jung Provost at Dominguez Hills, Director of Academic Technology from Northridge, Student, Faculty - Gerry Sholty, Otto; CO staff - Kathy Fernandez, Gerry; Other members from Academic Technology Services can be brought in for input.
- O. Benavides inquired about difference between LPS and LMS.
  - G. Hanley responded that a RFP for LMS would get Bb, Canvas, Moodle etc.. But, in order for LMS to function, we really need a platform for other services integrated such as Zoom, lecture capture, ePortfolios, etc. CO's office wants a system to go beyond the LMS to become a platform for other services - well-integrated solution that works seamlessly.
- O. Benavides inquired about migration.
  - G. Hanley responded that the migration would be part of the RFP - what are the migration services the vendor can provide. CO's office will explore system-level services that can be provided to help smooth out the migration process. This is being currently done with Library, which is moving to a new system with a 2-year migration phase to help all campuses move forward.
- J. Beynon inquired about RFP - is it going to be a system-wide document?

- G. Hanley responded that Bb is a system-wide contract with a variety of services. Each campus can opt for any of these services for adoption if moving with Bb. The plan is for similar approach.
- J. Beynon inquired about the composition of task force - does every campus have a representative?
  - G. Hanley responded that the task force is only to manage the process - not the RFP committee. When the vendors are being reviewed, all campuses are brought to the review. Everyone has a chance to participate. RFP will allow for contributions from campuses. Social media and tools will be used to facilitate collaboration across campuses.
- O. Leon inquired about the deliverables for the task force. Is the task force charged to create the framework for LPS? Are the campuses going to be responsible for the framework? Is the CO's office going to provide support or input? - is the CO's office going to create this for all campuses?
  - G. Hanley responded that the task force will explore how to build the knowledge base about the integration of various services, help campuses understand where things integrate well and where they do not, communicate to campuses which products work well together and which don't, press the vendor to make certain services work well if campuses need it. If many campuses want product X and product Y, CO's office will negotiate with vendors to integrate X and Y and negotiate better deals.

6. TILT – C. Vieira

- a. C. Vieira started in this role about 8 weeks ago. TILT is looking at a physical move from 1st floor to Studio 2 to make it one-stop-shop for everything.
- b. C. Vieira informed that there are two institutes :
  - i. DISCOVERe institute is open to all faculty (this was done in the past through Dean nominations).
  - ii. Course Redesign institute.
- c. C. Vieira informed that there is a website with all training information. C. Vieira mentioned that he is working on branding to make sure faculty are aware of the opportunities.
- d. C. Vieira mentioned that TILT is supporting Bb through Max Tsai, and Mike Bach. One big development is Bb migration in December.

In the past, TILT has relied on Max Tsai and Mike Bach to troubleshoot. One way to address this is to migrate Bb to cloud to help maintain the servers. There will be 40 people monitoring the system.

- i. B. Auernheimer said that of all campuses using Bb only 3 other campuses are using in-site hosting.
    - ii. D. Nef mentioned that the decision was made after long consultations with B. Auernheimer and O. Leon.
    - iii. A. Iriva inquired if that would eliminate the downtime in the beginning of the semester.
      1. C. Vieira said that the impact would be minimal and support would be better.
    - iv. B. Auernheimer mentioned that there are not enough resources for 24x7 support and this would help.
    - v. R. Amarasinghe inquired if storage will improve.
      1. B. Auernheimer responded that faculty can archive all courses.
      2. O. Leon mentioned that Bb provides unlimited space but campus needs to determine the storage space.
    - vi. R. Amarasinghe inquired about issues with courses taught perhaps 3-4 years back.
      1. M. Bach mentioned that restoring those archives might be difficult since technology changes every few years making backward compatibility a challenge.
  - e. O. Benavides inquired about a hypothetical situation about the RFP.
    - i. B. Auernheimer mentioned that RFP is going to probably receive not more than 4-5 vendors.
  - f. O. Benavides solicited feedback about the LPS RFP so that he can take it back to the task force.
    - i. R. Amarasinghe mentioned about adaptive testing services that is missing from the octopus diagram.
      1. B. Auernheimer mentioned that this might be an external service that could be integrated into the LPS.
    - ii. J. Michael mentioned that the system needs to be capable of integrating multiple such systems.
    - iii. T. Siechert mentioned that accessibility issues will need to be included in the RFP level itself.
7. DISCOVERe – M. Pronovost / C. Vieira
- a. Classroom updates have been completed. Total enrollment of 5900 students and 132 faculty (1200 students and 40 faculty last year).

- b. 18% selected Samsung, 19% Surface. 40% iPad, 42% iPad. 20% students brought their own device.
  - c. They were looking at an additional location for the DISCOVERe hub. They trained all students in INTERESC lab in Education Building in room 420 and there are two hubs now. The hub in the Educational Building is open from 8am to 8pm on Mon - Thu and 8am - 5.00pm on Friday. It is not open on weekends. This is good for faculty too since it is not that crowded.
  - d. J. Beynon mentioned that it might be good to have a grand unifying plan for mobile learning - over-arching themes. A lot of experimentation has happened in the past. But faculty needs to understand the over-arching vision/goals.
    - i. C. Vieira mentioned that this process has begun and discussions are being held. John also inquired about refresh rate. This has not been addressed yet. Refresh is more on training faculty from earlier groups.
8. Technology Services – J. Michael
- a. Updates were provided via email.
  - b. J. Michael shared highlights about DISCOVERe classroom updates, network upgrades, wireless upgrade, support for Office 365 for faculty and students.
  - c. J. Kim expressed concerns about impact of Wi-Fi signals on health. This is a more long-term impact. Some campuses have a Wi-Fi free zones for students.
    - i. O. Leon requested for more information.
9. Faculty Laptop Program – tabled to next meeting
10. Teaching Cabinet Recommendation – M. Garvey/J. Colvin
- a. Classroom Services requested feedback about the cabinets.
    - i. The newer cabinets are over a \$1000 and measure about 5ft.
    - ii. The older ones are around \$600 and much smaller.
  - b. J. Beynon mentioned that there should be a formalized input process to seek input from Colleges. Since all colleges have representatives, it would be good to have feedback from all colleges.
  - c. Committee nominated J. Beynon to form a sub-committee to look into this issue.
11. Old Business - none

12. New Business

a. O. Leon, CIO – O. Benavides

i. O. Benavides introduced O. Leon.

1. O. Leon mentioned that the President has a bold charge for the CIO - to look deeply into everything about technology. The first focus is on administrative computing - faculty side and administrative side. The other piece is technology in Auxiliary, Foundation, etc.
2. O. Leon thanked J. Michael for his leadership.
3. O. Leon informed that he has met with all the Deans.
4. O. Leon mentioned that the budget is looking better. There are 5 job openings currently and 5 more going to be available this year. The President has high hopes - looking into the wireless systems, DISCOVERe support next year, Bb contracts etc.
5. O. Leon mentioned that people are looking at our campus for technology Fresno State is in the forefront regarding the technological innovations.

ii. J. Beynon inquired about the CIO's primary charge - administrative computing.

1. O. Leon responded that administrative computing involves technology that allows faculty and staff to do their day-to-day work - email, Internet, PeopleSoft, enterprise application, central IT, etc.

b. Chair Elections

- i. O. Benavides requested R. Amarasinghe to conduct the elections since O. Benavides is a nominee.
- ii. The committee elected O. Benavides as the Chair.

Adjourned at 2.36pm