# AITC
## MINUTES OF THE MEETING OF NOVEMBER 3, 2017
*Approved: [11/17/17]*

**CALL TO ORDER:**

The Chair called the meeting to order at 12 noon

**ROLL CALL:**

Roll was taken.

Voting Members:  Clarke, Coleman, Dahlquist, Gonzalez, Kaplan, Keegan, Markovic [represented by Diego Bonilla], Moore [absent], Norris [absent], Stark

Non-Voting/Ex-Officio Members: Heather [absent], Miller, Perez [absent], Koropp, Singh, Pokhrel, Hammersley [absent]

**GUESTS:**

Open Forum

Canvas died during Nursing testing (Rich)

During a lockdown browser testing scenario on Oct 30, around 9-10:30, partway through the test, Canvas abruptly kicked out all users. Most students were able to log back in and recover their existing answers, though 2 students lost some work. This is VERY troubling for several reasons.

1. It happened under a high-stakes testing scenario

2. Notification of this event did not reach Christine Miller, i.e., she had not heard about it until this meeting (she is investigating now and will report back)

3. This has happened before. Is it (a) Canvas, (b) the lockdown browser, (c), the fact that it was in Folsom Hall, (d) the internet connection between Folsom and main campus?

The problem needs to be isolated and resolved.

MatLab

There is the potential for a CSU systemwide license for MatLab. There will be a Webinar next Tues for anyone interested.

Ally?

A Blackboard product (that plugs into CANVAS) for accessibility is being evaluated?

**APPROVAL OF THE AGENDA: YES**

**APPROVED MINUTES OF OCTOBER 27, 2017: YES**

1. Web Site Stewardship Task Force (Christine)

   WASC commented that our "website needs considerable improvement." IRT will facilitate the creation of a Task Force. Initial attempts were delayed by Administrative shuffling

   Key areas of interest:

   > Architecture, Processes, Practices

   We need to define the problems so that we can break them down into solvable parts. Apparently, at some point, WASC will check back to see that we are making progress.

   Launching of the group will tentatively occur in December according to Christine.

2. CANVAS update

   Canvas Week was last week. There were 10 workshops, about 250 attendees (many online). Sessions were recorded and are available at   www.csus.edu/canvas

   Mainly positive feedback so far on using Canvas.

   Diego pointed out that this was a prime opportunity for collaboration between Canvas and "Quality Matters" (online teaching guidelines).

3. SmartPlanner update (Ron)

   After the discussions about SmartPlanner, I attempted to use this software with one of my advisees. She showed me why it was frustrating to her.

   The overall experience was not good because the software was nonintuitive to her (or me) and kept trying to do things that we did not want it to do, e.g, every time she removed something from the next semester, SmartPlanner immediately filled the gap with another course, which she then had to remove, the place was refilled automatically, etc.. This was very frustrating and not helpful. When the student did manage to put one of her wanted electives in the next semester, the elective was not recognized as such, and so the list of required things still contained "must take an elective", etc.

   > The question is whether this is a problem with SmartPlanner in general, or the implementation of the particular advising track in Biological Sciences, or something else.

   > Amber reported that she had a good experience with Sean who worked through some of the issues her department was having and now SmartPlanner is much more useful. Particular issues had to do with articulation.

   > A suggestion was made to look at Server side data to see if there are particular departments with very low adoption rates, then figure out why.  It could be malformed "plans".

4. Electronic WPAFs

Amber sent an email after the last meeting clarifying the discussion of last time. UARTP is looking into it now. Ron had an email discussion with Julian Heather (Senate Chair) and both agreed that AITC's role would potentially be to evaluate technical solutions, but that the decision of whether to allow electronic WPAFs belongs elsewhere, i.e., UARTP.

5. Electronic Student Evaluation of Teaching (SET) forms

Rachel: Her department went electronic but has now gone back to manual

Comms: faculty members decide

Jonathan: they have faculty choice, but all but two faculty choose paper

These are serious decisions with critical consequences, particularly for pre-tenure faculty.

Once again, the choice is not in the realm of AITC; this was decided in the Senate, but AITC can evaluate the instrument, e.g., are electronic Teaching Evaluations mobile friendly?

Rachel: We could look into the before/after data of departments that have made the switch. Question: is this worth doing?, i.e., is the data comparable and meaningful to draw general conclusions?

**ADJOURNMENT:** The meeting was adjourned at 1:20.