SACRAMENTO STATE
Faculty Senate

AITC
MINUTES OF THE MEETING OF SEPTEMBER 21, 2018
Approved: [October 5, 2018]

CALL TO ORDER:

The Chair called the meeting to order at 12:05 pm

ROLL CALL:

Roll was taken.

Voting Members: Clarke, Coleman, Dahlquist [alternate Tracy Toups], Gonzalez [absent], Kaplan, Keegan [absent], Markovic [alternate Diego Bonilla], Moore [absent], Norris [absent], Stark [absent]

Non-Voting/Ex-Officio Members: Miller, Perez [absent], Koropp [alternate John Jones], Cote, Houston [absent], Pokhrel, Hammersley, Skinner [absent]

GUESTS: Jenn Schwedler

Note: Neither Rich nor Rachel S. could attend so Ron C. acted as Chair.

Introductions.

Open Forum

Matlab. Ron asked about the status of Matlab. Jenn said that it has been held up at the Chancellor's office on issues about security, accessibility,etc. It is theoretically going to be available in October. The goal is to have it operational for the Spring 2019 semester.

Web Stewardship Steering Committee: The Web Stewardship Steering Committee had a meeting on Tuesday to demonstrate a couple of mockups of the new campus website. The ballpark rollout is next Spring. The goal is well-formed content to make finding things easier and more intuitive. Because it is a major restructuring, all higher level webpages will need to be changed. This will require some workshops and coordination with all affected parties. Ron requested that Jenn provide a target date, at the next AITC meeting, for when this training might begin so that people (e.g., College offices) can plan.

Search Engine: Apparently the new search engine is in place, though it has significant issues and needs a lot of tuning

Refresh timing: Rachel Clarke At the meeting of the Arts and Letters Tech Council, the issue of the timing of the computer refresh resurfaced. The problem is that machines for faculty arrive just before (or even during) the start of the fall semester. This creates a huge challenge for ITCs and also makes it very difficult for faculty to get up to speed on these machines for the fall teaching. Lisa pointed out that there is an ordering to refresh: Lab refresh comes first, new faculty machines come second, then faculty refresh comes third. The whole process is tied to budgeting and when money becomes available (i.e., whether the machines purchased from last year's money, or money from the new budget year).

APPROVAL OF THE AGENDA: The agenda was approved with the addition of an item on the ATI (Accesible Technology Initiative).

APPROVED MINUTES OF SEPT 7, 2018

4. Accessible Technology Initiative (ATI) (Jenn)

> Jenn gave us an update on where we stand with the ATI. The goals are for us to be equitable and meet government rules. We have make progress, but also stalled in some areas.
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> Chancellor's office is providing benchmarks, e.g., have a common repository for digitial materials. For us, this is Canvas.
>
> New tools: Ally. Integrated into the LMS (Learning Management System, i.e., Canvas) and looks at accessibility of docs, pdfs.
>
> There is a pilot starting with 8 faculty looking at recent past courses to evaluate how much material is out of compliance.
>
> Cathy Hernandez and JP Bayard will be having workshops on Oct 3,4 on Ally
>
> Our goal is to be more proactive and less reactive.
>
> Carol Houston is our representative from SSWD and should be attending these meetings.

5. IRT Software web page issue (Ron)

> Ron has requested that IRT adjust the software download web page to include the version numbers of the available products, e.g., rather than just saying that Camtasia is available, it should say Camtasia 2018 is available. As it is now, you have to actually download the software to see which version it is.

6. Xerox issues (Ron)

> Ron reports that we are still having issues with Xerox customer service (see last meeting). Theoretically, the machines are supposed to alert IRT and Xerox when something is wrong. This is either not happening, or it is not being acted upon. The solution is that people need to contact IRT when their machines need service, i.e., ignore the fact that the machines might or might not do it.

ADJOURNMENT: The meeting was adjourned at 1:00.