**The University of North Carolina at Pembroke**

**Academic Information Technology Committee** (AITC)

**Agenda -** Monday, October 8, 2018 at 3:30 p.m.

Chavis University Center 208

**Members of the AITC:**

Aaron Vandermeer (Chair), Senator

Conner Sandefur, Senator

Larry Arnold (ARTS, 2020)

Lisa Mitchell (EDUC, 2020)

Walter Lewallen (LETT, 2019)

Jesse Rouse (NSM, 2019)

Mohammad Rahman (SBS, 2020)

Nancy Crouch, CIO  
Joy Fuqua, Director of Online Learning

Terry Locklear, Instructional Designer  
Debbie Bullard, Representative of the Accessibility Resource Center

Dennis Swanson, Representative of the Library  
[vacant], SGA Senator

**Order of Business**

**A. Roll Call**

**B.** **Adoption of Agenda**

**C. Review of Committee Charge**

The Academic Information Technology Committee is a standing committee of the Faculty Senate. The committee represents Faculty interests in all matters relating to Information Technology and acts as the service owner for technology services and Information Technology Policy where the primary focus is on pedagogy, faculty research, and service. The committee will make recommendations to the Faculty Senate regarding the implementation, governance, or changes to these technology services. The Committee will recommend and engage in faculty centered activities to adopt key academic technologies. The Committee will also advise the CIO and the Senate on new technology initiatives and will evaluate and make recommendations concerning academic computing and information policies, standards, and procedures proposed or implemented by DoIT.

**D. Election of Secretary**

**E. Reports**

1. AITC Chair—Aaron Vandermeer
2. AVC for Technology, Resources and Chief Information Officer—Nancy Crouch
   1. Student Printing
   2. Course Evaluations - scantrons and beyond
   3. General DoIT service update
   4. Classroom upgrades
3. Director of Online Learning—Joy Fuqua
4. Dean of the Library—Dennis Swanson
   1. Updates to the library’s online capabilities (Summon, addition of a new Proxy system, updated database access).
   2. The process of selecting a new integrated library system (ILS) for the university.
   3. New library tech updates and equipment and ongoing remodeling.
   4. System-wide initiatives including: <https://carolinapublicpress.org/28175/state-university-libraries-collaborate-to-carry-fewer-books/>
   5. The options for streaming video solutions as we look to change delivery media for DVD’s.

**F.** **Unfinished Business**  
**G. New Business**

1. Prioritize potential agenda topics for AY 2018-19 ([Appendix A](#AppendixA))
2. Taskstream LTI for Canvas

**H. For the Good of the Order**

1. Faculty Training Program for Online Instruction

**I. Announcements**

**J. Adjournment**

**Appendix A**

**Possible Agenda Topics**

1. Canvas governance
   1. LTI review and approval process (We have no LTI requests to address this month, but anticipate we will have 2 next month)
   2. Summer Terms in Canvas
   3. Course Retention Schedule
   4. Quizzes, NEXT
   5. Allowing Instructure (Canvas) Support personnel to modify courses for instructors in limited ways
   6. Revisit SGA resolution regarding LMS/Canvas training for students
2. Online course evaluations
3. Electronic Portfolios for Promotion/Tenure - Canvas, Digital Measures, other options?
4. WW2 web sites – replacing with Google Sites in the coming months under leadership of our university web master. What do faculty need? (a future discussion requested by Jodi Phelps, UCM)
5. ISI (classroom infrastructure refresh) next steps – planning the refresh cycle and technologies for additional classrooms, how to get feedback from faculty on the rooms we refreshed spring break and summer 2018
6. Survey – shall we revise satisfaction survey and recirculate in January 2019
7. Technology provisions for adjunct faculty
8. Faculty Training Program for Online Instruction
9. Automated attendance solutions (geo-fencing) - Involvio