

The University of North Carolina at Pembroke
Academic Information Technology Committee (AITC)
Agenda - Monday, October 14, 2019 at 3:30 p.m.
Chavis University Center 208

Members of the AITC:

Joe West (Chair), Senator; Ottis Murray (Secretary), Senator; Larry Arnold (ARTS, 2020); Lisa Mitchell (EDUC, 2020); Jaime Martinez (LETT, 2021); Roland Stout (NSM, 2021); Mohammad Rahman (SBS, 2020); Ki Byung Chae (Interim Distance Education Director CHS, 2021) Kevin Pait, Interim CIO; Terry Locklear, Instructional Designer; Debbie Bullard, Representative of the Accessibility Resource Center; Dennis Swanson (Library Dean), Representative of the Library; Des Woods, SGA Senator

Order of Business

- A. Roll Call**
- B. Approval of Minutes ([Appendix A](#))**
- C. Adoption of Agenda**
- D. Reports**

- 1. *AITC Chair*—Joe West
 - a. New CIO discussion – Onboarding and first meeting.
- 2. *Interim AVC for Technology, Resources and Chief Information Officer*—Kevin Pait
- 3. *Director of Distance Education*—Ki Byung Chae
- 4. *Library Report*—Dennis Swanson

Joe sends out

3 candidates for this position

E. Unfinished Business

a. Faculty Senate Executive Committee agrees that AITC should be involved in academic information technology hardware / software purchases in order to help evaluate the value associated with the purchase. How should AITC be inserted into the purchasing loop:

- 1. AITC drives the purchase and is therefore involved from the start?
- 2. AITC has a member on the Faculty Senate Budget Committee?
- 3. AITC received report from CIO and makes a recommendation as part of our normal committee meetings?
- 4. Something else? All of the above?

Do we need to formalize this?

- b. Dr. Lisa Mitchell to act as liaison for AITC in the Student Computing Initiative lead by Dr. Vandermeer.
- c. Google Scholar profile training currently has 11 registrations.
- d. Students purchasing papers for classes:

- 1. Academic Integrity Shared Interest Group will be picking up this issue.
- 2. Joe West to meet with Carole Graham to discuss changing evidentiary requirements to allow cases where direct evidence of plagiarism is not possible.

LISA IS WO

- e. Study to use Webex Teams for online proctoring?
 - 1. Infrastructure exists.
 - 2. Technology is capable
 - 3. Cost for USB 1080p camera with microphone for proctored students is ~10.00 and can be used for the entire duration of a student's degree program.

proctoring
UNC online
Approved proctoring
locations

LARRY
Discipline technology
needed

LISA Mitchell

WALK AROUND THE ROOM
APPET. OTHER ACTIVITIES

ON THE NETWORK 2

Everything recorded

- F. New Business
- G. For the Good of the Order
- H. DoIT Technology Report for AITC →
- I. Announcements
- J. Adjournment

4:25

IS There A CANVAS

Appendix A Meeting Minutes

Academic Information Technology Committee (AITC) Minutes
Monday, October 14, 2019 at 3:30 pm
Chavis University Center 208

Members of AITC

Joe West, (Chair)	Kevin Pait, Interim CIO
Ottis Murray, (Secretary)	Terry Locklear, Instructional Designer
Senators:	Ki Byung Chae (CHS, 2021), Interim Dir. of Online Learning
• Larry Arnold (ARTS, 2020)	Debbie Bullard, Rep. of Accessibility Resource Center
• Lisa Mitchell (EDUC, 2020)	Dennis Swanson, Dean of Mary Livermore Library
• Jamie Martinez (LETT, 2021)	Des Woods, SGA Senator
• Roland Stout (NSM, 2021)	
• Mohammad Rahman (SBS, 2020)	

Members Present: Joe West, Ottis Murray, Jamie Martinez, Lisa Mitchell, Terry Locklear, Kevin Pait, Debbie Bullard, Des Woods.

Members Absent: Roland Stout, Larry Arnold, Mohammad Rahman, Ki Chae, Dennis Swanson

Visitors: Ray Buehne

Order of Business

- A. Roll Call: The meeting was called to order at 3:30 pm.
- B. Approval of Minutes: The Minutes were approved with minor corrections.
- C. Adoption of Agenda: The Agenda was approved as disseminated
- D. Reports
 - 1) AITC Chair – Joe West
 - a) Notebook computers for UNCP undergraduates (discussion)
 - Requirement for student purchase; mentioned in last Senate meeting as area for investigation
 - (1) Student Computing Initiative (Dr. Vandermeer, chair) is exploring this
 - Many high schools already have this requirement with system providing computers
 - UNCP dorms currently have two computers per dorm
 - A key issue: different levels of computer needs across department/disciplines
 - b) Faculty training on academic information technology software/hardware
 - Joe will report on upcoming initiative/attendance ref. *Google Scholar Profile*

- c) Blocking websites students use to purchase papers (focus on custom papers rather than plagiarism)
 - Can be done, but a slippery issue
 - (1) Management process; validity updates
 - (2) Blocking v. detection - efficiency
 - (3) Need policy and assessment of effectiveness (once a site is blocked, typically pop-ups with another address - “the *whack-a-mole* challenge”)
 - (i) Blocked site on campus/library, but not effective otherwise
 - (4) Focus on academic dishonesty process may better address issue
 - (5) Committee determined that it would be best to use the academic integrity / hearing process (modified to incorporate the purchase of papers) as the preferred method to address homework paper purchases.
 - 2) AVC for Technology, Resources & Chief Information Officer – Kevin Pait
 - a) CIO search to be completed by November
 - b) Use of Listserv, apparently a mainstay across UNC campuses
 - c) WEPA Technology Fee increased to \$15/semester
 - WEPA Student Printing data
 - (1) Fall/2019 – 2,610 students of which 191 maxed the amount available to them
 - (2) 16% (419 students) used between \$9-10 dollars
 - 3) Director of Online Learning – Terry Locklear
 - a) Proctoring and Testing Centers merged under one umbrella
 - b) Online Program Managers (OPMs); ongoing discussion via Dr. Chae
 - Developing template for Nursing
 - 4) Dean of Library Services – no report
- E. Unfinished Business
- a. FOIA & Listservs – (Kevin) – open records request ref. ‘business of institution,’ this information is discoverable
 - b. AITC Charter (Joe) – ref. software/hardware, pricing/evaluation/recommendation are within mission of the charter
- F. New Business
- a. Extensive discussion of the use of “technology.” What is technology and how do we learn about newly installed technology?
 - b. Learning Tool Integration (LTI)
 - i. Faculty members submit request to initiate a conversation about integrating an additional LTI
 - ii. How do we evaluate LTI? (Ray)
 - 1. Process is complicated/depth (*refer to AITC, November 12, 2018 Agenda, Appendix D*)
 - a. Report on LTI proposal (includes checkbox for legal, accessibility, security review)
 - b. Dolt recommendation (LMS Administrator-Tabitha Locklear)
 - c. AITC Committee vote
 - iii. LTI Proposal: Coaching Companion (Ray)

1. Motion to approve, Terry; Second, Des; unanimous
- G. For the Good of the Order - none
- H. Dolt Technology Report for AITC
 - a. Support & Security
- I. Announcements - none
- J. Adjournment – 4:54 pm