

The University of North Carolina at Pembroke
Academic Information Technology Committee (AITC)
Agenda - Monday, February 8, 2021 at 3:30 p.m.

Members of the AITC: Benjamin Killian (Chair), Senator; Mabel Rivera, Senator; Roger Cross (ARTS, 2022); Lisa Mitchell (EDUC, 2022); Jaime Martinez (LETT, 2021); Roland Stout (NSM, 2021); J. Porter Lillis, (SBS, 2022); Ki Byung Chae (CHS, 2021); Katina Blue, CIO; Terry Locklear, Instructional Designer; Miguel Nino, Director of Online Learning; Debbie Bullard, Representative of the Accessibility Resource Center; Jessica Collogan, (Library Dean), June Power, Representative of the Library; Luke Fleming, SGA Senator

Order of Business

- A. Roll Call
- B. Approval of Minutes (Appendix A)
- C. Adoption of Agenda
- D. Reports
 1. AITC Chair—Ben Killian
 - a. Welcome Mabel Rivera, Senator
 - b. LTI Reviews – 2 reviews
 2. AVC for Technology, Resources and Chief Information Officer—Dr. Katina Blue
 3. Director of Online Learning—Dr. Miguel Nino
 - a. ePortfollio software
 4. Library Report—Jessica Collogen
 - a. UNC Course Enhancement Collection
<https://sites.google.com/northcarolina.edu/theoerimplementationcollection/home>
- E. Unfinished Business
 1. LTI Process – ADA accessibility concerns and faculty notification
- F. New Business
 1. Review of LTI – MyOpenMath
- G. For the Good of the Order
- H. Announcements
- I. Adjournment

Appendix A

**The University of North Carolina at Pembroke
Academic Information Technology Committee (AITC)
Minutes (unapproved) - Monday, November 9, 2020 at 3:30 p.m.**

Members Present: Susan Edkins (Chair), Senator; Benjamin Killian, Senator; Roger Cross (ARTS, 2022); Lisa Mitchell (EDUC, 2022); Jaime Martinez (LETT, 2021); Roland Stout (NSM, 2021); J. Porter Lillis, (SBS, 2022); Katina Blue, CIO; Terry Locklear, Instructional Designer; Miguel Nino, Director of Online Learning; Jessica Collogan, (Library Dean), June Power, Representative of the Library; Luke Fleming, SGA Senator

Members Absent: Ki Byung Chae, Debbie Bullard

Guests Present: Liz Cummings, Ray Beuhne, Vanessa Hawes, Wes Frazier

Order of Business

- J. Roll Call
- K. Approval of Minutes 3:32 pm
- L. Adoption of Agenda 3:34 pm
- M. Reports
 - 1. AITC Chair—Susan Edkins
 - a. Online Student Evaluation of Instruction Update: there is a process underway via the Senate to review online SEIs, including whether or not we should renew our CourseEval license
 - b. Recommendations for LTI procedures were approved by Senate
 - c. 3 faculty needed to serve over winter holidays if there are LTI requests: Jaime Martinez, Lisa Mitchell, and Roland Stout volunteered
 - 2. AVC for Technology, Resources and Chief Information Officer—Katina Blue
 - a. Cyberinsurance coverage has been expanded
 - b. School of Ed participating in a program with PSRC to use a product called Gaggle within Canvas to monitor student safety and mental health
 - c. Received system grant for \$40,000 that came with 20 new computers—working with Academic Affairs to find appropriate locations
 - d. Classroom infrastructure technology upgrades happening over Fall 3 for targeted classrooms (Education 301, Jones 1193, Oxendine 3202, Sampson 136, 234, and 237); classroom and lab computers will also be re-imaged during that time
 - e. New tech training videos available at <https://www.uncp.edu/resources/division-information-technology/technology-training>
 - f. Multi-factor identification being rolled out across campus
 - g. Campus security cameras have been installed and/or upgraded

- h. Parking Lot WiFi has been expanded near Library, Courtyard Apartments, Entrepreneurship Incubator, and six other areas
 - i. DoIT monthly report (Liz Cummings): See **Error! Reference source not found.**
 - i. Current major project: BravePortal
 - ii. On-call number for last week of December will be shared with faculty teaching during Fall 3 (DoIT requests that faculty report student problems rather than giving this number to students). Canvas Help functions will be available throughout Fall 3.
3. Director of Online Learning—Miguel Nino
- a. 25% of faculty have completed Online Teaching Excellence certificate program; another group will participate in the spring semester
 - b. Video, consultations, requested training sessions, and other assistance will be available during Fall 3
 - c. Online SEIs were distributed this week
 - d. Online Learning Excellence Task Force posed two questions/concerns for us
 - i. Are all faculty using Canvas for their online courses? If courses are happening through other means, are students getting the information and support they need?
 - ii. Faculty need more information about LTI approval process and timeline. (We will work on helping to better explain on DoIT and OOL websites.)
 - e. Question about E-Portfolios—are we considering this a campus-wide initiative, and if so, how will funding work?
4. Library Report—Jessica Collogan
- a. Work to digitize and share special collections resources is under way
 - b. LibGuide available for Fall 3 Library Resources; the library will be open weekdays Nov 30-Dec 23; the reference desk will be available via phone and email the last week of December for Fall 3 classes.
 - c. Library will not hold extended hours during Exam Week due to staffing concerns as several library staff are under quarantine/self-isolation
 - d. ILL requests will not be processed between December 19-January 19 (this is normal)

N. Unfinished Business

O. New Business

1. Review of LTIs

e. H5P

https://bravemailuncp.sharepoint.com/:w:/t/DoITTeam/EWzr_PenHjtBnE4ZQ7YBifQBw78yeYMeF9KUhHJIXr-mRA?e=6U4Sb2

- i. Cost is about \$47,000 per year and no funding is currently identified.
- ii. Has some useful functions; DoIT has not identified any potential problems other than cost.
- iii. DoIT does not currently have a way to limit LTI use to specific classes (and thus limit costs) unless they are all within one school.
- iv. ARC has identified accessibility concerns, particularly for students with visual impairments. Debbie was not able to navigate the product

while using a screen reader. The suite of tools is not universally accessible, but it seems it would be possible to work within H5P to only use the accessible components. The product just ended beta phase so we anticipate that these problems will be resolved.

- v. Rejected due to lack of funding source (primary reason) and accessibility concerns (secondary reason): 12-0-0
- f. Pivots Interactive
https://bravemailuncp.sharepoint.com/:w:/t/DoITTeam/EQsH5Zh-ZwJIvpDcoUeixjMBjr5PFO-RzDO5078_EBVgJA?e=yHvFh5
 - i. DoIT has significant concerns regarding privacy and security of student data and is not in favor of implementing this LTI.
 - ii. ARC also found that it is not accessible for blind and visually impaired users.
 - iii. Rejected due to security and accessibility concerns: 12-0-0
- 5. For the Good of the Order
 - a. How can we help faculty identify LTIs that meet their needs (including ones that are already approved and available) and advertise those to increase usage?
- 6. Announcements
 - a. LTI ad hoc group will most likely meet in December or early January
 - b. Next meeting of the full AITC is February 8, 2021
- 7. Adjournment 4:43 pm