

The University of North Carolina at Pembroke
Academic Information Technology Committee (AITC)
Agenda - Monday, September 13, 2021 at 3:30 p.m.

This meeting will be held through WebEx. The link is
[https://uncp.webex.com/uncp/j.php?](https://uncp.webex.com/uncp/j.php?MTID=me2c3395f05be102ed22e5d2c3c595373)
MTID=me2c3395f05be102ed22e5d2c3c595373

Members of the AITC: Roland Stout (Chair), Senator; Roger Cross (ARTS, 2022); Senator TBA; Lisa Mitchell (EDUC, 2022); J. Porter Lillis, (SBS, 2022); Astrid Oviedo (CHS, 2023); Benjamin Killian (NSM, 2023); Jamie Martinez (LETTERS, 2024); 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; Leanna Earp, SGA Senator

Order of Business

- A. Roll Call
- B. Approval of Minutes (Appendix A)
- C. Adoption of Agenda
- D. Reports
 - 1. AITC Chair—Roland Stout
 - 2. AVC for Technology, Resources and Chief Information Officer—Dr. Katina Blue
 - 3. Director of Online Learning—Dr. Miguel Nino
 - 4. Library Report—Jessica Collogan
- E. Unfinished Business
 - 1. Usage and possible elimination of Canvas Conversations feature
 - 2. # of faculty using TurnItIn & level of usage survey
- F. New Business
- G. For the Good of the Order
- H. Announcements
 - 1. Our meetings will be held though WebEx for the foreseeable future
- I. Adjournment

Appendix A

The University of North Carolina at Pembroke Academic Information Technology Committee (AITC)

Minutes - Monday, April 12, 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

Members Present: Benjamin Killian, Mabel Rivera, Roger Cross, Lisa Mitchell, Jaime Martinez, Roland Stout, J. Porter Lillis, Terry Locklear, Miko Nino, Debbie Bullard, Jessica Collogan, June Power

Guests Present: Wes Frazier, Ray Buehne, Liz Cummings, John Spillan

Members Absent: Ki Byung Chae, Katina Blue, Luke Fleming

Minutes

- J. Roll Call
- K. Approval of Minutes from March 8, 2021
 - 1. Motion to accept (June Power)
 - 2. Seconded (Roland Stout)
 - 3. Approved 11-0-0
- L. Adoption of Agenda
 - 1. Motion to accept (Roland Stout)
 - 2. Seconded (Miko Nino)
 - 3. Approved 11-0-0
- M. Reports
 - 1. AITC Chair—Ben Killian
 - a. Creation of ad hoc subcommittee to reevaluate the content and delivery of student evaluation of instruction. This will include one member of AITC—interested parties should contact Joe West.
 - b. SEI migration to CourseEval – any technology issues? None reported.
 - 2. AVC for Technology, Resources and Chief Information Officer—Liz Cummings on behalf of Dr. Katina Blue
 - a. Full DoIT report available in Appendix A [(pp. 4-12) see “**2021.04.12 Academic Information Technology Minutes**”]
 - b. Ongoing projects: Banner updates, Braves Portal on website,
 - c. Working on recent connectivity issues for Zoom and Webex
 - d. Move to West Hall has been delayed

- e. New ticketing system for DoIT requests goes live tomorrow (4/13)
 - f. 20 classroom upgrades planned for summer (selections made in concert with Deans)
 - g. Faculty and Staff device refreshes also underway; planning for various department moves over the summer as well
 - h. Upgrading technology in library study rooms
3. Director of Online Learning—Dr. Miguel Nino
 - a. SCORM integration discussion (cont.): mechanism for faculty to track performance and grade more automatically in online courses, particularly with Camtasia
 - i. LTI request has been submitted
 - b. ePortfolio initiative is set to move forward over the summer
 4. Library Report—Jessica Collogan
 - a. National Library Week presentation was well attended; video will be shared once it is available, captioned, etc.;
 - b. Library feedback survey now live on library website; email sent to campus last week
 - c. 14 library study rooms being upgraded (furniture, lighting, tech, etc.)
 - d. Moving back toward normal operating hours, including Saturday 10 am-6 pm, until the end of the spring semester; extended hours until 2 am during finals week and week prior to final exams
- N. Unfinished Business
1. WEPA printing usage and faculty survey.—nearly finished, hopefully ready to go to faculty in 2 weeks
- O. New Business
1. DoIT working to figure out recent Webex and Zoom connection issues
 2. Collapsing Summer terms in Canvas (DoIT)
 - a. More summer courses are straddling start/end dates of the terms
 - b. Some peer institutions resolve this by creating a single summer term and leave it to faculty to set their own start/end dates
 - c. Proposal from DoIT is that entire summer session (Maymester, 1, and 2) will be a single session in Canvas, and instructors will be able to set their own start and end dates to match longer terms approved by registrar
 - d. Motion to collapse terms for Summer 2021 (Terry)
 - e. Second (Miko)
 - f. Approved 9-0-0 (two members left approx. 4 pm)
 3. TurnItIn vs. SimCheck vs. alternatives (DoIT)
 - a. Unclear when plagiarism software alternatives were last considered
 - b. Yearly renewal for SimCheck happens prior to fall semester
 - c. We will address this in the fall: what features exist in full TurnItIn, how many faculty want those features, how much does full access cost, etc.
 4. Zoom integration/sun-setting of Conferences (DoIT)
 - a. Zoom integration doesn't work properly from Canvas if students have not first logged into zoom from outside of Canvas—faculty using Zoom integration will need to communicate this with students early in their courses
 - b. Zoom integration will be in addition to Webex, not as a replacement

- c. Faculty member will still need to enable the integration for each specific course
 - d. Benjamin will seek faculty to Zoom integration over the summer
 - e. Conferences feature within Canvas exists as well for video conferencing; we expect that this feature will be eliminated in the next year—how should we prepare faculty to move away from using the Conferences feature?
 - f. We will look into how many people are using Conferences and revisit this question early in the fall semester
5. LTI Review for Summer
- a. Members (*need to clarify whether people whose terms end in current academic year can serve over the summer or if it needs to be those with ongoing terms)
 - i. AITC chair
 - ii. Ray
 - iii. Wes
 - iv. Terry
 - v. ARC representative
 - vi. 3 faculty:
 - b. Likely LTIs to consider: OER Library Commons, 2+ course content integrations, possibly SCORM
- P. For the Good of the Order
- Q. Announcements
- 1. This is the final meeting of the Spring Semester.
- R. Adjournment 4:59 pm
- 1. Motion (Roland Stout)
 - 2. Second (Porter Lillis)
 - 3. Approved 9-0-0

Minutes submitted by Jaime Martinez, Secretary