

**The University of North Carolina at Pembroke**  
**Academic Information Technology Committee (AITC)**  
**Agenda - Monday, October 11, 2021 at 3:30 p.m.**

This meeting will be held through WebEx.

Meeting link:

<https://uncp.webex.com/uncp/j.php?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
- F. New Business
- G. For the Good of the Order
- H. Announcements
  - 1. Our meetings will be held through WebEx for the foreseeable future
- I. Adjournment

## **Appendix A**

**The University of North Carolina at Pembroke  
Academic Information Technology Committee (AITC)  
Minutes (unapproved) - 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

The meeting was called to order at 3:31 pm by Roland Stout, Chair

**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

**Members Present:** Roland Stout, Lisa Mitchell, J. Porter Lillis, Astrid Oviedo, Benjamin Killian, Jamie Martinez, Catrina Blue, Terry Locklear, Miguel Nino, Debbie Bullard, Jessica Collogan, June Power,

**Guests Present:** Wes Frasier, Ray Buehne

**Members Absent:** Roger Cross, Leanna Earp

### **Order of Business**

- J. Roll Call
- K. Approval of Minutes from April 12, 2021
  - 1. Motion to accept
  - 2. Second
  - 3. Approved
    - a. 10 yes
    - b. 0 no
    - c. 0 abstained
- L. Adoption of Agenda
  - 1. Motion to accept
  - 2. Second
  - 3. Approved
    - a. 10 yes
    - b. 0 no
    - c. 0 abstained
- M. Reports
  - 1. AITC Chair—Roland Stout

- a. No report
- 2. AVC for Technology, Resources and Chief Information Officer—Dr. Katina Blue
  - a. Dr. Blue reported on the roll out of technology upgrades to 25 class and conference rooms over the summer. She stated and discussed several computer and network security issues and what is being done about them.
- 3. Director of Online Learning—Dr. Miguel Nino
  - a. Dr. Nino reported on the rollout of SCORM and how it is being used. The issue of support for uses was discussed. Due to the authorless nature of SCORM, DOIT is poorly positioned to be able to provide support, but Dr. Nino suggested that the UNCP users of SCORM can develop a set of frequently asked questions, effectively becoming their own support group.
- 4. Library Report—Jessica Collogan
  - a. See Appendix A (for the Library Report see **2021.09.13 Minutes** file)

N. Unfinished Business

- 1. Usage and possible elimination of Canvas Conservations feature
  - a. The Canvas Conservations feature is scheduled be discontinued by Instructure. When a firm end date DOIT will communicate this through department chairs.
- 2. # of faculty using TurnItIn & level of usage survey
  - a. TurnItIn has been bought out by a different vendor. The focus will likely shift away from academics and the TurnItIn files become static and less useful over time. Dr. Jamie Martinez and Dr. Meredith Storms will review current plagiarism tools.
- 3. Altering the Canvas Summer Term
 

The recommendation is to combine all summer terms into one in Canvas to accommodate classes (most field-based classes) that run across the normal Maymester, Summer I and Summer II timeframes.

Upon a proper motion and second, the change was approved.

  - 11 yes
  - 0 no
  - 0 abstained

Communication will be forthcoming in Spring 2022
- 4. SCORM/Camtasia LTI report (Wes Frasier)
 

After Dr. Nino’s report and the discussion of it, with little more discussion, the report (Appendix B - see **2021.09.13 Minutes** file) was approved upon a proper motion and second.

  - 11 yes
  - 0 no
  - 0 abstained

O. New Business

- 1. Recommend Changes to Canvas (Wes Frasier)
  - a. Granting instructors the ability to add or remove students in Canvas
  - b. Allowing instructors to remove LTIs from their own courses
    - i. Upon a proper motion and second, the AITC approved these changes
    - ii. 11 yes
    - iii. 0 no
    - iv. 0 abstained

P. For the Good of the Order

Q. Announcements

1. Our meetings will be held though WebEx for the foreseeable future

R. Adjournment

The meeting was adjourned at 4:36 pm.