Faculty IT Advisory Council Meeting

Minutes

Wednesday, Oct. 2nd, 2013; 3:00-4:00pm Thomas room, Memorial Union

Members Present: Elise Blas (Mabee Library), Floyd Davenport (ITS), Glen McBeth (School of Law), David Pownell (Education), Takrina Sadikot (Biology), Azyz Sharafy (Art), and Rusty Taylor (Applied Studies). Guest: Brenda White (ITS).

Not present: Mary Pilgram (Communications) indicated that she will not be able to attend any FITAC meetings and has asked the VPAA to appoint a replacement for her. Rosemary Walker (School of Business), Jeanne Catanzaro (School of Nursing)

1. **Call to Order** Floyd Davenport called the meeting to order.

2. **Introductions** FITAC members introduced themselves and the department they represent.

3. **Minutes** Minutes from the April 18th, 2013 meeting were distributed, reviewed, and approved. Discussion about whether to have a D2L group like in ANGEL. Minutes will continue to be posted off the ITS website at: [http://www.washburn.edu/a-z-index/its/projects-planning/committees/fitac.html](http://www.washburn.edu/a-z-index/its/projects-planning/committees/fitac.html). Floyd suggested the group use Sharepoint in the future for collaborative work. Council agreed.

4. **Discussion Items**

   a. **FITAC Chair** A chair for FITAC is needed. Floyd suggested that this chair should be a faculty member and the council led by faculty. Rusty said that we should also have a Faculty Senate member on FITAC and currently do not. He also suggested that when one is appointed from the VPAA, that perhaps they could be chair of FITAC and also report back to Faculty Senate. Floyd will inquire with Nancy Tate on the Faculty Senate member for FITAC.

   b. **Campus license for Plagiarism software such as Turnitin (Brenda)** Brenda was asked by Bruce MacTavish from the College of Arts and Sciences about the use of Plagiarism software on the campus and if there would be interest in a campus wide solution. She indicated to Bruce that it would be brought to FITAC for discussion. Azyz said that it is hard to assess graphics in Art for plagiarism and he has used Google Goggle. Glen McBeth stated that the School of Law faculty use TWIN because it links to a Westlaw database. FITAC members agree that we should look further at a price quote from Turnitin, including any cost break for multiple institutions. Brenda will work on the price quote. FITAC members will also inquire within their departments of other software being used and bring it back to FITAC for the next meeting.

5. **Information Items**

   a. **Desire2Learn Implementation Update (Brenda and Floyd)** Brenda provided a handout for the update on Desire2Learn. Key areas discussed were: New account manager Shelley Constant-based in Kansas City, other Kansas institutions’ progress toward new LMS, removing green download button for students, grades export from D2L to Banner integration-more testing end of fall 2013 semester, ANGEL contract
extension, Analytics module, Learning Object Repository (LOR) setup/implementation has begun, Desire2Learn training opportunities in Oct. for spring 2014 instructors. Floyd indicated that they are also working on adding an application that would add student images from the iCard system. (More detailed information in handout)

b. **Ensemble Streaming Server Update (Brenda and Floyd)**
   Purchase, installation of hardware and software is completed. Working on setup and administration of server. Will work on training materials for campus and migration of materials from old server to new (Ensemble) with each user or department. Ensemble and Desire2Learn have begun to work on a deeper integration.

   Azyz stated that he has a special use case for the server of teaching his students the process and would like to work with us on how to do this with Ensemble.

c. **Mediated Classroom Improvements Update (Brenda and Floyd)**
   The Capital Improvement project to install room darkening blinds in Stoffer classrooms 007, 105, 311, & 316 has been completed. Rooms in Morgan identified as possible areas for rooms darkening blinds will be re-evaluated. New window installations in this building may improve the ambient light issue for projection without the need for room darkening blinds.

   Azyz stated that he had quotes for a new projector installation in the Art building from Cytek and that the quotes were too high. He has asked Brenda to obtain new quotes from different vendors for the installation. Brenda indicated that with the retirement of a technician in ITS and not filling the position; any new installations would need to be outsourced.

d. **Faculty exhibit at Mulvane for 150th celebration-request for open lab times to showcase teaching technologies.** Feb. 7th-March 16th, 2014; contact Jean Sanchez or Vickie Kelly.

6. **New Business**

   **EPortfolio**-Elise Blas asked what the progress was on an ePortfolio solution for the campus. Floyd indicated that there would need to be an evaluation team formed to look at the needs of the various departments in an ePortfolio system and should involve key stakeholders such as the WU101 instructors, Communication, Education, and School of Business. A recommendation on a product would then be forwarded to the Technology Steering Committee.

   **New Topics for future FITAC meetings:** Floyd suggested to the council that they might start thinking about more topics for future discussions at FITAC. Some topics of interest to Floyd would be: Mediated Classroom standards, smart board standards, classroom capture technologies, wireless coverage. Azyz stated that they should survey all faculty for their technology needs.

   **D2L Issues:** Takrima had several comments about Desire2Learn. She inquired about student D2L training. Brenda indicated that all students have the student training class in their D2L. Takrima also discussed issues students were having with getting logged out of a class during quizzes. A reset timeout length in MyWashburn was likely the solution for these issues.

7. **Adjournment** Approx. 4:30pm. Submitted by Brenda White Revised-approved 11-7-13.