UAA University Technology Council
Meeting Minutes
November 17, 2017
8:30 am – 10:30 am
SSB 120

Attendance:
Present: Adam Paulick, IT Services; Andrea Miller, IT Services; Dave Dannenberg, Academic Innovations & eLearning; Katie Walker, College of Education; Frank Moore, College of Engineering; Kendra Sticka, College of Health; Mike Robinson, Consortium Library; Ian Bushell, Kodiak College; Vince Yelmene, Mat-Su College; Karen Andrews, Disability Support Services; Bob Stott, College of Business & Public Policy; Susan Mircovich, Kenai Peninsula College; Rieken Venema, College of Arts and Sciences; Lorelei Sterling, ACDLITe
Absent: Dave Fitzgerald, Faculty Senate; Mollie Carter, Community & Technical College; Josiah Nash, USUAA

1) Welcome and Introductions
   a. Meeting convened: 8:34 am

2) Review and approval of agenda
   a. Agenda reviewed and approved

3) Review and approval of minutes
   a. Hold till next meeting

4) Discussion items
   a. Innovation Grant – Dave Dannenberg
      i. Working group met for a few times over the summer to come up with ideas.
      ii. One of the ideas on how the monies could be used including a grant for student centered projects.
      iii. Came up with list of requirements: what it is for, how much is being requested, how it benefits students, number of students it benefits, ensuring it is universally designed/accessible, and timeline.
      iv. Process: Announcement with explanation for how proposals are accepted, subcommittee responsible for evaluation and recommendation for full council. Committee would accept proposals in the spring, with notification of results in summer. Recipients would have a full academic year for implementation.
      v. Motion to form a subcommittee to implement the innovations grant programs. Motion seconded and approved.
vi. Subcommittee will meet to discuss and bring back to committee.

vii. Committee includes Dave, Karen, Katie, and Andrea.

b. Blackboard Faculty Senate Resolution – *Adam Paulick*

i. Recent resolution by faculty senate with concerns about Blackboard, included performance, communication, and how expediently issues are dealt with. ACDLITe met with Karl at the last meeting last week. Adam has a meeting scheduled covering the issues with Blackboard communication. As UA Learning was forming, processes were developed around changes and how they would be implemented in the system, but the process was not developed concerning addresses ongoing issues. Karl had committed through the UA Learn project last Feb/March to form a Blackboard Learn users group – a group that has input on how Blackboard is administered and used - addressing the problem of faculty not having a formal way to voice concerns with issues.

ii. ACDLITe will be putting out a survey to gather data from faculty on technology including Blackboard, projectors, etc. The group is going to meet with Karl again in January, and Karl is going to address the faculty senate in February. A formal report on implementation of Blackboard will be provided in spring, a year from implementation.

iii. Dave, Amy, and Adam have been working to ensure winter Blackboard upgrade will go smoothly.

c. Online Learning Advisory Council Updates – *Dave Dannenberg*

i. Not much has progressed since last meeting. Provost had met with the Deans & Directors last Wednesday and made one request for nominations, which resulted in one nomination. When we had our last grant meeting, Provost had asked for the list of faculty who had expressed interest. This list will be provided to the Provost, which he can bring to the Deans & Directors for input. Provost wants an OLAC meeting in December before campus closure.

d. Information Technology Council Updates – *Adam Paulick*

i. ITC met after our last meeting, and had another meeting last week. Discussed video/web conferencing RFI. ITC is still looking for faculty names, faculty who are interested in being interviewed concerning video/web conferencing functionality, used features, needed features, etc. If interested, provide names to Adam.

ii. Discussed web accessibility. Provost recently signed a voluntary agreement for web accessibility.

1. The first step is publishing a notice about accessibility, so ITC is currently working on that notice. The draft notice is currently being reviewed by General Council and ITC.
2. Other requirements include putting together a bi-weekly meeting for interested parties for web authors, developing a process for obtaining and maintaining compliance, and putting an audit process in place to review and ensure compliance. We will require a yearly training for web authors on web accessibility.

3. Summit team has tasked ITC with forming a web accessibility task force. Goes beyond just web presence and includes all web presence accessibility. We are looking for volunteers. If you are interested, or know someone who is interested, please let Adam know. Adam has information available on what the scope of the task force is.

e. Strategic Pathways IT Direction #1 – Adam Paulick
   i. Some progress with Strategic Pathways IT Direction #1 has been made recently. At the last meeting, mentioned that Provost and VCAS had made the decision to move the recommendations from the Strategic Pathways IT direction #1 forward. Adam is currently working with the effected groups to do the next level of analysis on effected work, and then will develop a matrix for indirect reporting. Met with 70% of the organizations. Adam is tasked with doing the analysis and taking the next steps by February 1.

f. UA IT Review – Adam Paulick
   i. Not a lot to report. Adam has not yet seen the draft report from the consultant. Spoke with consultant last week, who was in Fairbanks at the time. The purpose of the trip to Fairbanks was for the consultant to discuss proposals with leadership in Fairbanks, and to ensure there was two-way communication. Consultant could describe the idea, and get feedback directly, so report is not created in a vacuum.

5) New Business
   a. Voicemail retention policy update
      i. Adam sent the policy over to ACDLITe, letting them know that UTC has approved. ACDLITe to review the policy. We have a few things yet to work out concerning the policy before it is made official, including technical pieces. There are No changes at this point. If changes come, we will be giving notice to group beforehand.

   b. Note that next meeting in December is on a Wednesday.

6) Adjourn
   a. Meeting adjourned: 9:41 pm

Action Items
   • Andrea to resend meeting minutes from October
Draft meeting minutes will be posted to SharePoint when sent to committee for review

Future Meeting Dates:

- December 20, 2017 (please note - held on Wednesday rather than Friday)
- January 26, 2018
- February 23, 2018
- March 23, 2018
- April 27, 2018