UAA University Technology Council
Meeting Minutes
January 26, 2018
8:30 am – 10:30 am
SSB 120

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

- Meeting called to order - 8:35am
- Review and approval of agenda
  a. Approved with an addition under new business
- Review and approval of minutes
  a. Approved
- Discussion items
  a. Innovative Technology Solutions Fund – Dave Dannenberg
    i. Call for Proposals is out. A reminder with the call was sent in the G&G this week.
    ii. We have two rounds in the one call: one for this fiscal year and the other for next fiscal year.
    iii. Committee will review the proposals, make recommendations for awardees and amounts, and bring it back to the committee.
    iv. Andrea to add more publicity directed at students including display boards, KRUA PSA, and fliers.
  b. Online Learning Advisory Council Updates - Dave Dannenberg
    i. No big updates at this time. The Provost has formed the group and invites have been sent out to nominees.
  c. Information Technology Council Updates – Adam Paulick
    i. Big topic for last meeting was Banner and the upgrade.
      2. Big component has to do with some outdated tech on how information is displayed, and that will need to be converted. OIT has contracted with Ellucian to develop the forms and test them.
      3. Deadlines have been set, but are waiting for this first project with Ellucian to take further steps.
    ii. Discussed video conference Request for Information (RFI).
      1. Fairbanks Procurement has been engaged in this process.
2. RFI addresses challenges of video conferences in Alaska and our needs.
3. Final RFI will be published at next meeting.
4. Question concerning current construction: will current construction projects get the new tech or old? Group is working on new set of room standards that would allow connection to both legacy equipment and new technologies.

d. Video Conference RFI – **Adam Paulick**
   i. This was mentioned in the above agenda item.
   ii. The goal is to have something out in the next two to three weeks.
   iii. Adam has a meeting today with the management team. Will have more news soon.

e. Web Accessibility project – **Adam Paulick**
   i. We had a meeting this last Tuesday which is a reoccurring bi-weekly meeting.
      1. The kick-off meeting had over 70 participants. This last meeting had less, but we were expecting the meeting attendees to developing into a core group
      2. We have a web accessibility auditor, and will most likely be using SiteImprove, Inc. SiteImprove services includes unlimited scans of our site, training, ability to scan at will, and potential for good integration with easy use for our authors.
   3. Web accessibility, in this case for UAA, is being addressed separately from course accessibility. Statewide is also addressing this issue, and from their standpoint are including all online materials including classes. The voluntary resolution agreement we signed with OCR did not include Blackboard, only our forward facing website.
   4. DSS does have a number of complaints about course accessibility and notes that course accessibility is something we should focus on now.
      ii. We have also been working on training for web authors, which is part of our voluntary resolution agreement. We are in the process of developing a training plan. The agreement includes having the initial training completed by March 2.

f. Copyright Infringement Statistics – **Adam Paulick**
   i. Copyright Infringement has been an ongoing issue, and have been tracking statistics since at least 2002. It is related to the Digital Millennium Copyright Act. We receive notices from copyright holders about infringement. When this first started, we had to develop a process for receiving, processing, and reporting back for these notices.
   ii. We have made some progress in this area. These notices have steadily declined since a peak in 2010. The trend is generally down since we started focusing on the issue in 2013. When focusing on the issue, we started addressing usages in our system. The decline in copyright infringement notices has continued even with an increase in our bandwidth in 2015. Rate also dropped drastically between 2016 and 2017, which may be related to Student Housing going off our network.
   iii. IT Leadership sees this report monthly and keeps a close eye on it.
g. Strategic Pathways IT Direction #1 – Adam Paulick
   i. This is primarily the review of embedded IT here at UAA. We have been working through the direction from the Chancellor and VCAS. We sat down with various groups affected and gathered information on embedded IT. We are currently in the phase of writing up reports to each of those groups and solidifying next steps, and recommended changes.
   ii. One of the key details in discussing what research and information has been gathered and evaluation of potential changes has been to document it thoroughly. If this comes up again in the future, everything is being documented so work does not need to be duplicated.
   iii.

h. UA IT Review – Adam Paulick
   i. An outside consultant is currently engaged through the direction of the President to look at all of UA and make recommendations.
   ii. President is requesting more detailed information from the consultant on this draft report.

• New Business

a. USUAA Communication Policy – Adam Paulick
   i. This policy was developed by Adam, Megan Olson, and Bruce Schultz to address USUAA email communications to the student body. USUAA had a need of a dynamic list with an opt out option for students.
   ii. This will be posted on the Administrative Policy page under IT as policy 107.1
   iii. A question came up about confidentiality concerns for students who have opted for additional confidentiality, and what qualifies as political content.
   iv. We have some work to do with our IT policies in general. We will work with the UAA IT Directors, along with this group, to review and update IT policies.

• Meeting adjourned 9:53 am

Action Items:

• Andrea to add more publicity for ITSF directed at students including display boards, KRUA PSA, and fliers
• Adam to follow up on questions on USUAA Email Communication policy including confidentiality concerns and note about political component.

Future Meeting Dates:

• February 23, 2018
• March 23, 2018
• April 27, 2018