Minutes
Enabling Technologies Committee

Tuesday, June 20, 2017
Magnolia Office Park, Suite 200
9:00 – 10:00 AM

Members. Jacqueline Moss (Chair), Courtney Bentley, Fernando Colunga, Sue Feldman, Cynthia Helms, Samira Laouzai, Jeremy McQueen, Dan Murphy, Pam Paustian, Lauren Rast, Scott Sorenson, Susan Spezzini, Samuel Thompson, and Nancy Wingo.
Guest. Mike Morris.

Dr. Moss called the meeting to order at 9:00 AM.

Introductions
Attendees introduced themselves due to the addition of several members. Jeremy McQueen is the Interim Executive Director of Institutional Effectiveness and Analysis; Dr. Samuel Thompson represents the Collat School of Business; and Justin Quinn, Disability Support Services. Dr. Moss asked that we review the current membership, seeking a balance of faculty representation from each college/school rather than being too heavy on administration.

Dr. Paustian’s Report
Academic Technologies Contracts. The Division is working on a plan to evaluate current academic technologies for renewal or replacement in advance of the contract expiration date.
Academic Technologies Survey. Dr. Moss, Dr. Fisher and Samira Laouzai prepared the survey results that Dr. Paustian is reporting. Last fall, the Division conducted a campus-wide survey on faculty use of academic technologies. The results of the survey were disappointing for several reasons: a) The survey timeframe of November 28–December 31, 2016, occurred during holidays, exams, and end-of-year vacations resulting in low participation. b) The survey audience included all faculty rather than only those who use these technologies. Consequently, many faculty who participated lacked awareness about the technologies available to them. For example, Kaltura is available in Canvas as “My Media.” Discussion followed among committee members.

From an analytics standpoint, surveys should focus on the strategic vision of the university. Surveys do not reveal how often we touch people—retention is important. ProctorU is available for online courses only, so that needed to be included in the survey; however, the Division has re-negotiated the contract to include face-to-face classes at a small rate beginning this fall. Currently, there is no consideration for creating a proctoring unit on campus. Poll Everywhere maybe a good replacement for iClicker. The cost is per student rather than per institution with only a few users.

Going forward, Dr. Paustian wants to change the mission and vision of the Division, realigning the budget. Since becoming Executive Director of the Division in mid-March, she has completed a talking tour around campus discovering that eLearning is offering services but is not telling our story. The Division needs to teach faculty how to use academic technologies. This fall, Dr. Paustian
plans to implement an imaging campaign by visiting with each college/school to increase awareness with faculty and to learn the “pain points.” The suggestion was made for the Division to host Lunch and Learn events within schools/college. Another suggestion was to have standardized technology in classrooms. Currently IT is working to upgrade 20-30 classrooms around campus. Dr. Paustian confirmed that the Division is working with the CTL to train faculty with build-out of the facilities already planned.

**Contract Tracker.** Dr. Paustian referred to the handout of academic technology contracts that Samira revised to include usage for the 2016 academic year. A Canvas Power User Group (PUG) is in-place but is not functioning as it should. Dr. Paustian plans to meet with Drs. Jenelle Hodges and Malinda O’Leary by way of follow-up.

**UAB IT.** Dr. Paustian, Dr. Scott Phillips, Robert Howard, Kim Fort, and Samira Laouzai met to discuss the campus-wide structure of Canvas going forward. Since UAB Information Technology (IT) has greater contract experience, the proposed plan is to have two admins for Canvas: one in the Division of eLearning to manage the academic instance and the other in IT to manage the budget, 24/7 service, etc. A Memorandum of Understanding (MOU) will be required in order to proceed with this plan. Another topic of discussion was the numerous contracts across campus with Citrix GoToMeeting and with Zoom. The meeting concluded with a consensus that the better option is for the university to have one contract with a vendor managed by IT. The current admin and contracts will remain in place. Discussion followed among committee members about the benefits of Zoom within a course presentation. The Division will run a pilot for Zoom among faculty across campus as a possible replacement for Citrix in the future. Dr. Paustian spoke with Dr. Charles Nash at the UA System Scholars Institute in Tuscaloosa in May, about the need for Google Docs to be turned-on since Legal approved its use on a system-wide basis. Dr. Nash will follow-up with the Legal Office. Dan Murphy will send an email to Dr. Paustian about the Google functions that are particularly useful to be included in the activation (i.e., APIs, etc.).

**Academic Technologies**

**Technology Search, Monitor, and Replace Outline.** Dr. Moss began discussion of the outline. Dr. Paustian confirmed that the Division is implementing a project management software with web interface that allows faculty, students and administrators to enter requests on the eLearning website. A suggestion was made to consider Office 365 tools for faculty to share ideas. The Division has a ListServ account that could be used as another option.

Dr. Moss adjourned the meeting at 10:00 AM.

The next meeting of the Enabling Technologies Committee is Tuesday, August 15, 2017, at 9:00 AM in MOPS 200.