

Faculty Advisory Committee on Technology (FACT)

Minutes

Tuesday, December 6, 2022

11:00 am-12:15 pm

<https://csulb.zoom.us/j/81225341810>

1. Call to Order & Approval of Agenda call to order, seconded
2. [Approval of minutes from meeting of 11/1/22](#), motion to approve, seconded
3. Announcements
 - 3.1. Marvin
 - 3.1.1. sunsetting Beachboard after spring
 - 3.1.2. Canvas workshops in Spring 2023
 - 3.1.3. Quality matters certification being developed
 - 3.1.4. Faculty online readiness program (similar to other AMI), will involve badges, digital credentials
 - 3.1.5. Async & Sync will be available (~5-20hrs)
4. Old Business
 - 4.1. Adobe Creative Cloud license (finalize discussion and any motions)
 - 4.1.1. Susan update
 - 4.1.1.1. Waiving additional license requirements (~50k total/yr)
 - 4.1.2. Shariq indicated absolute total ~228k
 - 4.1.3. More discussion TBC
 - 4.2. Electronic voting (discussion with Stafford Cox)
 - 4.2.1. Privacy and security concerns
 - 4.2.1.1. Qualtrics traditionally used for voting/elections
 - 4.2.1.2. Survey options/security prevents multiple submissions, anonymize responses available (hides info in downloaded data), using respondent list
 - 4.2.1.3. PDF forms/guides available (see 4.2.2.)
 - 4.2.1.4. Discussed use of poll setup form, best practices
 - 4.2.1.5. Cuc emphasized the usefulness of polling resources, asked about record retention, resources below:
 - 4.2.1.5.1. <https://calstate.policystat.com/policy/11773867/latest/#autoid-vy4v4>
 - 4.2.1.5.2. <https://www.csulb.edu/information-technology/information-security/records-retention-and-disposition-standard>
 - 4.2.1.5.3. <https://www.csulb.edu/information-technology/information-security/records-retention-and-disposition-schedules>
 - 4.2.1.6. Shariq commented that archiving has not always been handled efficiently, will talk to team about culling old data/timeline
 - 4.2.1.7. Stafford indicated that staff using Qualtrics on campus can be tricky since they may not have as long a tenure as faculty

- 4.2.2. New draft web page on electronic voting tools for feedback from FACT:
<https://www.csulb.edu/academic-technology-services/online-voting-tools>

5. New Business

5.1. I-space tour followup (Dennis)

- 5.1.1. Numerous tours have been provided – more available (contact Dennis)
- 5.1.2. Website: <https://www.csulb.edu/university-library/innovation-space>
- 5.1.3. Virtual Tour: <https://youtu.be/uWPeHQ9dkB4>
- 5.1.4. Noted wide variety of resources (3d printing, laser cutting, VR, 360 classroom)
- 5.1.5. Can be used by student groups

5.2. Canvas / Beachboard web page

5.2.1. Marvin

- 5.2.1.1. LMS Canvas system discussion
- 5.2.1.2. Resources: <https://www.csulb.edu/academic-technology-services/beachboard-and-canvas-login>
- 5.2.1.3. 1m hits/month
- 5.2.1.4. Canvas imports grades directly into peoplesoft
- 5.2.1.5. Alexis asked how long BeachBoard will remain accessible
- 5.2.1.6. 5 yrs archived after Spring 2023, request form forthcoming
- 5.2.1.7. Mehran brought up issue with BeachBoard login security issues
 - 5.2.1.7.1. Marvin indicated that same security for direct access vs. SSO
 - 5.2.1.7.2. Will be a non-issue with BeachBoard retirement

5.3. Agenda planning for future meetings

5.3.1. Spring 2023 planning

- 5.3.1.1. Dennis – E-Sports
- 5.3.1.2. Mehran – Software matrix updates
- 5.3.1.3. Stephen – CED software for data related tasks (invite)
- 5.3.1.4. Dennis – Digital divide between students/faculty (eg. Horn software)
- 5.3.1.5. Chung-min – additional student software/hardware for courses/teaching (eg multiprocessing)
- 5.3.1.6. Dennis – Hybrid / hyflex technologies during class renovation (what works? What doesn't, directions)