**Faculty Advisory Committee on Technology (FACT)**

Agenda
Tuesday, September 7, 2021
11:00 am-12:15 pm
https://csulb.zoom.us/j/82562425774

1. Call to Order - 11:00 am
   S. Adams, S. Ahmed, J. Dawson, N. DeBellis, C. Du, M. Finney, C. Fouratt, J. Joshee, J. Judd, M. Karnofel, S. Landa, D. LuPresto, T. Mayfield, M. Mayo, J. Miles, R. Ovalles.

2. Agenda is approved.

3. May 2021 minutes are approved.

4. Announcements

5. Old Business
   5.1. Software approval (Dennis LuPresto). The software matrix was reviewed.
      5.1.1. M Karnofel - will resend an updated version.
      5.1.2. S. Landa - what is the process for faculty interacting with the matrix?
      5.1.3. LuPresto – send to chairs for feedback and sent to faculty. If new software is to be proposed, chairs can provide numbers, classes, etc. Approval happens in March of each year.
   5.2. Faculty resource updates (Dennis LuPresto).
      5.2.1. 107 classes have received Hyflex technology. Other resources available including voice amplifiers, mobile Zoom kit (ipad, headset, tripod) that can be set up whenever there is wifi. Devices can be checked out over the semester. More information at: https://www.csulb.edu/academic-technology-services/classroom-support-services.  Share with department chairs and faculty.
      5.2.2. S. Landa – what services are available to faculty who might encounter technical issues while teaching? D. LuPresto – call Classroom support services: 562-985-4962. Also there is the Hyflex student assistant program where a trained students assistant can be available to help during the entire class.
   5.3. Equity issues (BMAC, low-income students) with technology access.
      5.3.1. M. Finney – Information from Faculty Center will be sent out regarding training for low income students and students needing accommodations.
      5.3.2. S. Landa – what space can students go to on campus who need to zoom into a lecture, but needs some privacy? C. Fouratt mentioned that some students are hesitant to participate in Zoom discussions because of privacy concerns.
      5.3.3. S. Mayfield – Library has non-private spaces that address scholastic needs, but not other needs, i.e. telehealth. S. Ahmed – may need to make a deliberate effort to make private spaces for example in the library or USU. For now, makeshift spaces (i.e. tent in upper quad) are being created for Zoom but these spaces are not private.
      5.3.4. Suggestions: S. Ahmed - Borrow headsets and laptops.  D. LuPresto – students can Zoom in their car since this is private. Use headset for less sound invasion. Wifi has been boosted in parking lots. S. Mayfield – Discourage room-like privacy for

students. May want to review needs in spring since the situation may not persist with instruction returning to 90% in person.

6. New Business
    6.1. Welcome New Members
    6.2. Review of [FACT website.](#)
        6.2.1.  Members to review FACT mission and provide any comments
    6.3. ATS Updates (Shariq).
        6.3.1.  ATS newsletter was sent out that had updates. These include a) Faculty Workshops/Professional Development offerings for Fall – stipends offered, b) Student Online Learning Success Program - $150 stipend, c) Workshops on Hyflex teaching in Fall, d) Student assistant program in hyflex classrooms, e) HSQ added to the CSULB Mobile App
        6.3.2.  These will be reviewed at the next FACT meeting.
    6.4. Campus IT – Security Updates (Cuc).
        6.4.1.  Tabled for next meeting.
    6.5. Propose Schedule Change.
        6.5.1.  S. Landa proposed sending out a doodle to find a time that works with all FACT members. No objections. Potentially will change time for next meeting.
    6.6. Vote for Secretary.
        6.6.1.  Tracey Mayfield was elected secretary.
    6.7. Fall 2021 Topics of Interest
        6.7.1.  C. Fouratt – new technology tools, including for peer review. Some software was mentioned that might work. See [List](#) on library site.
        6.7.2.  Information Security


7. Other
8. Thanks!