

ITSC Classroom Technology & Support Subcommittee

Meeting Date: 12/09/21 @ 2pm

Location: via MS Teams

Meeting Attendance: 17 people in attendance

Next Meeting: January 6, 2022

Purpose of Committee:

The purpose of this committee is to unify classroom technology on campus by reviewing best practices for AV and computing equipment in Teaching and Learning Spaces and Student Computer Labs. We strive to help faculty with the use of technology by making moving from department-allocated rooms to university / general lecture teaching spaces seamless and predictable.

The Classroom Technology & Support Subcommittee is a collection of technical professionals representing each college and technology support entities at the university who support each other through shared governance and responsibility by implementing innovative and forward-looking teaching and learning technology, based on faculty influence to strengthen the university community.

Items Reviewed:

- SharePoint Software Matrix
 - o Due date: January 20, 2022
 - o Room, computer count, deployed software
 - o FACT was supportive of the shared Software matrix
 - More predictability of updates and where software is installed
 - o FACT Student Guest Speakers
 - The topic of discussion was Accessible software, students asked if Fusion (JAWS and Zoom text) could be installed in more locations than just BMAC.
 - Fusion is installed in the library and horn center computer labs, students were not aware, and asked for better communication of software resources on campus
 - Software Matrix can help with this.
- SharePoint Room Inventory
 - o Lane to create Template
 - o Contact Info, Room Locations, AV equipment List
 - o Due date: January 20. 2022
- Classroom Support
 - o Service Level Agreements (SLA) per college
 - Ensure service expectations are set and met
 - Charge-backs: when, and when not to?
 - Classroom access: alarm/keypad codes, cabinet/podium keys
 - o Communication Plan: how do we inform faculty?
- Open Conversation
 - o Lenovo SFF usage: CNSM

- Wireless Screen Sharing
 - Students are using personal wireless devices with wired ViewSonic ViewBoards in Horn Center Open Computer Lab without instruction. Could this be an indicator of a solution for us?

Meeting Times:

1st Thursday of the Month @ 2 pm – 3 pm via Microsoft Teams

Software Matrix

<https://www.csulb.edu/academic-technology-services/software-depot/software-deployments-within-university-supported-areas>

Faculty Advisory Committee on Technology (FACT)

<https://www.csulb.edu/academic-senate/faculty-advisory-committee-technology-fact>

Classroom Technology & Support Subcommittee

<https://www.csulb.edu/academic-technology-services/classroom-support-services/classroom-technology-and-support>