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## INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Thursday, March 11, 2021

**TO:** Members of the Information Technology Advisory Committee (ITAC)  
**FROM:** Erick Kong, Chair, ITAC  
**SUBJECT:** ITAC Agenda  
**MEETING DATE:** Monday, March 15, 2021, 12-1:30pm through Zoom  
[PLEASE CLICK HERE FOR ZOOM LINK](#)

**ITAC Meeting & Communications Norms:** All committee communications will be collegial, respectful, and non-personal. Our communication should be open and full for every member to be able to participate equally.

### APPROVED AGENDA

1. Approval of the agenda
2. Approval of meeting minutes ([Minutes 3/1](#), Panopto transcript link [here](#))
3. Reports
  - a. Chair's report
  - b. CIO's report
4. Business:
  - a. Memorandum | Accessible Technology Initiative Discussion (**ITAC committee members, please read prior to the meeting so we can have a discussion**)
    - i. [Memo](#) is linked in the drive
  - b. Report on the result of the survey by an ASI senator on how students are doing during the pandemic. Also, if able, provide student's basic needs and preferred learning from Brittany in conversation with Darice.
  - c. Update on Duo Authentication presentation for ASI - Jake

- d. CSUEB Mobile App. Presentation, Jake Hornsby *12:15pm time certain*
- e. Questions from COBRA and Senate Discussion, Roger, Manuel, Eric, & John Wenzler  
*12:30pm time certain*
  - i. 1. For open University students, is there a simple way that we can add them temporarily to Blackboard on the first day for online and hybrid classes they are hoping to get into, for which there are spaces available, at their request rather than having instructors submit individual service tickets to IT? For example could we have a clearing house through registration in which they "pre-register" for the courses they want up to their unit limit and this list gets sent to the online campus and they are temporarily added to BB and removed at the end of the add/drop period if no space becomes available?
  - ii. 2. Could this also be done with waitlisted students?
  - iii. 3. Could the above be signaled to faculty so they know in Blackboard real time through the add/drop period who is enrolled in the course, who is waitlisted, and who is OU and pending enrolled (subject to space being available on the date when OU students are allowed to enroll)?
  - iv. 4. With respect to instructional technology available to be or currently loaned to students, can COBRA get a complete inventory of this loaner equipment and its purchase/replacement cost and which budget element paid for it - A2E2, CARES relief, etc.?
  - v. 5. With respect to instructional technology given to students in the last 2 years, can COBRA get a complete inventory of all such equipment, when it was given out, its purchase cost and which budget element paid for it - A2E2, CARES relief, etc.?
  - vi. 6. With respect to instructional technology available to be or currently loaned to students, can COBRA get a summary of which equipment has asset tags and which do not?
  - vii. 7. With instructional technology loaned to students, can COBRA get a summary of how that equipment was and is made available to students and the role currently played by the library?
- f. Jessica Weiss report:
  - i. New ICT debut communication and training with Eric Neumann
- g. List of apps used by faculty and maintain this list on the ITAC website

- i. Eric Neumann will report back on creating a list.
  - h. Technology equipment for students
    - i. Michael reports on his discussion with Kim Baker-Flowers on survey data from students on how they are doing with technology during the pandemic. (Jiannan to be part of the future conversation)
    - ii. Discuss what information we need about our students in order to have diversity, equity, and inclusion
    - iii. Does ITAC need to recommend actionable decisions to the Academic Senate on what the minimum requirements should be?
  - i. TBD - Update on Blackboard interface with PeopleSoft to add course final grades, explore using “Grades Journey” with guests: Twinki and Dan (Edgar/Andrew from Blackboard) ***Possibly 4/5th meeting***
    - i. Dan to report on the details of the integration of Blackboard with Peoplesoft.
    - ii. ITAC may need to involve other parties through the proper channels in the decision such as APS and the registrar’s office.
  - j. Referral from COBRA.
    - i. [20-21 BEC 9](#)
5. Open Discussion
6. Agenda items for next meeting (1:15pm)
7. Adjournment
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