

**Academic Technology Council (ATC) Meeting  
April 6, 2021**

**Minutes Prepared By:** Nicole Carlins

**Attending:** Richard Fuller, Jianyu Ma, David Bennett, Francis Hartle, Yao Zhang,  
Jon Radermacher, Natalya Bromall, James Chiaramonte, Phillip Miller, Lawrence Tomei,  
Arif Sirinterlikci, Paul Badger

**Reports:**

- **Lawrence Tomei, Professor of Education, SNEHS** – Larry stated he received several questions from various faculty members within his school. Those questions included a discussion on the future of Office Suite and its different versions, SBSS module installation, iPad passwords, and WIFI connectivity.
  - **Office Suite:** Rick said this question would be addressed later in the meeting. See below.
  - **SBSS Module:** Phill stated he has reached out to the vendor multiple times and they have been unresponsive. As a result, the module has not been purchased; however, Phill will continue to work with the vendor and follow-up with Mary Hansen, who plans to use the module for a research project, when more information is available. Phill, also, indicated this should be funded by the school (SNEHS).
  - **Passwords on iPad:** Larry pointed out the passwords on the iPads in the Makerspace make them unusable for all faculty and students. Phill stated the presence of an academic setting on the devices, which can be set-up in advance to contain the same software. Phill, also, mentioned he can work with the group of education faculty interested in using the iPad to install different apps they can use in their classes. Additional, Phill said there are several options when it comes to managing downloads. He offered to speak about the options at a later date/time to brainstorm different options.
  - **WIFI Connection at Home:** Larry stated he has had issues connecting his work laptop to his home wireless connection. For unknown reasons, it connects at work but not at home. Phill stated this is not a common issue across campus; therefore, he suggested working with the Help Desk to find the problem. However, if the problem cannot be resolved, then follow-up with him.
- **Jianyu Ma, Professor of Finance, SBUS:** Jianyu asked, per his Dean's request, how to install Appstream into different software packages. Phill discussed Appstream later in the meeting. Furthermore, Yao mentioned she tried Appstream when she first received the email providing information about it; however, her students did not receive the email. Phill stated they tend to send new technology announcements to faculty first; so, they have a chance to review the technology and evaluate it before releasing to students. However, if a faculty member wants to share the information with their students, they are welcome to do so. Additionally, she mentioned her students are using Access in the classroom; however, the Mac user students do not have the Access package in their

Office 365. Therefore, she directed them to Appstream in order to use Access and the feedback she has received is negative. The students say it is not very stable and get cut-off thus unable to complete the assignments. Phill stated he would look into Access on the Appstream platform and send the information back to the technician; hopefully, they can find a solution to the issue. Finally, Yao asked a question regarding her students using Power BI. Phill asked her to send them a note and the IT team can have Power BI licensed for her students and available to them. Moreover, Jimmy explained all employees and students are entitled to Office 365 along with Power BI and other plug-ins. Students can just go to portal.office.com and follow the prompts for single sign on to gain access to Power BI or to download Office 365 to their device.

- **Arif Sirinterlikci, University Professor of Industrial and Manufacturing Engineering, SEMS:** Arif stated no major needs or issues in his school. However, he mentioned some study area computers do not have Microsoft Word. Moreover, Arif asked Phill about purchasing new software, which possibly has online safety concerns. Phill stated he has had conversations with the vendor over the safety concerns and was unfortunately unable to move forward with purchasing the software at this time.
- **David Bennett, Systems Librarian, Library:** David stated he had no questions or issues to report. Additionally, Rick told David the IDC is most likely receiving VR equipment, which the library will be able to utilize for any trainings or classes.
- **Natalya Bromall, Associate Professor of Computer and Information Systems, SCIS:** Natalya stated one of the biggest concerns among faculty in her school is that .Net is not installed on Appstream. Additionally, Natalya indicated there are issues with running new modules on already existing software.

#### **Old Business:**

- **Purpose of the ATC/Roles of Members**– Rick stated the purpose of the ATC is to serve as an advisory group to IT by bringing forward the academic needs of the schools. In addition to the member, the alternates are welcome to attend every meeting, however, there only needs to be one representative present at each meeting. The role of each member/alternate is to communicate with their department heads/ faculty and bring back any issues or concerns to this group for discussion and potential resolutions.
- **Updating of Minimum Technology Standards for Students** – Rick asked Phill if there was a universal set of technology standards for students posted on either Blackboard or the university website. Phill responded there is no universal standard. Standards are based upon academic major.

#### ***New Business:***

- **Microsoft Office 2019:** Phill discussed moving from Microsoft Office 2016 to Microsoft Office 2019 over the summer. This particular version will align with the textbooks. Since Microsoft Office 2021 has not been released, it may be too early to adopt it. Phill stated

the target date for adopting would be summer 2022. Fortunately, the ATC members would have a chance to discuss. Additionally, Phill asked the members if there was any objections to moving to Office 2019, no opposition was verbalized. Furthermore, Phill stated faculty would be able to upgrade to the new version on their own through software center. Larry mentioned creating a video, as part of the CIT, on how to use the software center. Jimmy stated there is a PDF how to guide which was shared last spring; however, it can be shared to faculty again. Jimmy, also, indicated faculty could receive help through remote support. Finally, Rick asked Jimmy and Phill the difference between the two versions and they responded they are very similar.

- **Migration to Amazon AppStream:** Phill discussed the migration to Amazon Appstream and the retirement of VMware View this summer. He stated Appstream could be seen as a replacement for VMware View. Additionally, Jon asked a question about moving from cloud based storage to our own network drives in the future. Phill stated there is an opportunity to do such; however, he is looking more towards Google Drive as a replacement for our own network storage overtime.
- **1190 Budget Overview:** Phill stated there are opportunities to reduce/reallocate to ensure we are receiving the most out of software purchases. The budget currently is around \$500,000 and the university is at/over this number for this academic year. Finally, Phill said he would share more budget details including all of the software titles being purchased under 1190 in a document. He will send this document to the members by the end of the week.
- **New Computer Schedules** – Jimmy stated there is a computer replacement cycle plan; however, the capital for the upcoming year has not been finalized. Additionally, Phill indicated Jimmy has spreadsheets for every school to keep track of the computers for replacement purposes.
  - **Touch screens** – Phill said they recently have sifted to buying touchscreen laptops for the faculty. The touchscreen laptops have been useful for many different disciplines.
  - **Question of Old Computers** – Rick asked what happens to the old computers. Phill stated they tend to be given to student workers. He, also, added there are possible security issues when recycling computers.

#### **Additional Items:**

- **Virtual Rotation Course Delivery** – Phill stated 39 classrooms were upgraded with VR technology this past year. This spring, there were 135 instructors teaching 558 classes to 2498 students using the VR technology. Additionally, Phill indicated the university spent \$8,500(average) per classroom and the total investment was \$330k.
- **Banner Student Information System** – Phill said we have started registering students for the fall semester in the new Banner system. Several sessions were held for advisors to provide them with an introduction on how to utilize Banner. Phill mentioned he plans to convey more information on the new system at fall Convocation. Furthermore, he will be

holding training sessions for all faculty. The Banner rollout has been on schedule and on budget to this point.

- **Campus Wireless Update** – Phill stated the university is nearing the end of Cisco support on the brains of our wireless system. An upgrade to the wireless system is occurring this summer. The goal is to expand the functionality and speed of our wireless system. Additionally, Phill identified the priority of improving the coverage in residence halls.

**Future Meeting Schedule:** Rick stated the plan is to schedule two meetings in the fall: possibly September and November. From there, he plans to discuss with the board if two meetings a semester is adequate or if more/less, meetings are needed. Lastly, once dates/times are set, Nicole will send out meeting information.