

University Technology Advisory Committee

Western Oregon University

Meeting Minutes February 19, 2021

Note Taker / Transcription: Lisa Catto

[Review minutes link](#)

Committee Attendees: Chelle Batchelor, Lisa Catto, Camila Gabaldón, Jennifer Hansen, Bill Kernan, Lori Palmer, Stacey Rainey, Michael Reis, Judy Vanderburg

Guests: Max Chartier, Richard Kavanagh

Agenda Items

- I. Approval of January 2021 minutes
 - A. Approved (with minor edit of removing recording link since recordings aren't kept after minutes are approved)

- II. UCS/security update - Cognos
 - A. Currently using Cognos version 10; it's really only fully functional when using Internet Explorer 11 (which is no longer supported by Microsoft as of November 2020)
 - B. IBM will stop supporting Cognos 10 in April 2021
 - C. Cognos 11 works in all browsers and has a new look and feel
 - D. Bill showed a Cognos 11 training video

- III. New business
 - A. LMS Policy Draft review
 1. Policy Council hasn't been meeting so this policy proposal has been on hold
 2. The current draft is a revision of the previous draft
 3. If UTAC approves, it will next go to Policy Council
 4. The most visible difference between the two drafts is a detailed chart being removed, which was a good move to not be too prescriptive in a policy (Chelle)
 5. Tried to enshrine the policies rather than the minutiae (Michael)

6. Amy and Michael talked through some differences between the original and new drafts
 7. **ACTION:** Current draft of LMS Policy unanimously approved by UTAC; next step is to submit to Policy Council
- B. Discussion about whether UTAC is the place to spearhead technology and accessibility on campus (Stacey and Chelle)
1. It might make sense to have a subcommittee about accessibility within UTAC (Stacey)
 2. This is an ongoing need and an important campus discussion (Stacey)
 3. Melanie has been participating in the OER and open access work and there's been discussion about accessibility and faculty have been expressing they appreciate learning more about accessibility; this is especially important with so much being online and remote
 4. A subcommittee could help direct people to resources and professional development; there's also advisory capacity to the president, if UTAC were to identify something policy related that needed action (Chelle)
 5. The timing is good with the Canvas conversion and people are looking to set themselves up for success long-term while they're setting up courses in Canvas (Michael)
 6. We've planned proactively for culturally responsible pedagogy, but reactively for accessibility and there's a desire from people to shift to more proactive accessibility planning instead of waiting to be notified by a student that they need accommodation (Melanie)
 7. Chelle will work with Stacey, Michael and Lisa to develop an agenda item for next month

IV. Old business

- A. No old business

V. Subcommittee updates

- A. Technology plan (Michael)
 1. No update
- B. Ellucian (Chelle)
 1. Confirming the subcommittee has been sunsetted
- C. Reporting (Amy)
 1. Deadline has been extended due to storm
 2. Most respondents so far are from Academic Affairs; 128 responses so far
 3. Gabe Dougherty and Michael Baltzley have joined

VI. Meeting adjourned at 2:44pm.