



CAL STATE LA

CALIFORNIA STATE UNIVERSITY, LOS ANGELES

Academic Information Resources Subcommittee (AIRS) MINUTES APPROVED AIRS17-06

MONDAY, February 12, 2018

12:15-1:30 P.M.

ADMN 313

PRESENT:; D. Raymond (Chair); S. Baker (LSA); C. Haras (Exec Secretary/recorder); K. Fisher (NSS); A. Doyle-Nichols (Vice Chair); S. Keslacy (HHS); Christopher Harris (A&L); W. Hess (ASI)

EXCUSED: B. Bondad-Brown (CETL)

ABSENT: B&E (VACANT); A. Jamehbozorg (EPC Liaison); J. Solis (ITS)

1. Call to order 12:17 pm

2. Approval of 2/12/18 agenda m/s/p

3. Approval of minutes 2/12/18 m/s/p

4. Announcements: Canvascon is coming 3/23 – 15% discount to Cal State LA registrants with promo code: CANVASLOVESCALSTATE

5. Intent to raise questions:

- a. Raised 2/12: D. Raymond: Can EPC tell us where faculty will find resources on fair use guidelines for educators.
- b. Raised 2/12: D. Raymond: Who would be the appropriate admin or portion to provide review upon request of educational information to see if it meets compliance? Who enforces standards?
- c. How are faculty prepared to teach online who have never taught before? Where do faculty obtain training if they'd like to teach online?

- **Discussion:**

- Topics for discussion
 - Information storage
 - Course modifications
 - Syllabus policy
 - Fair Use
 - Accessible Materials
 - Digital Citizenship Policy
 - QM +QOLT implementation for Hybrid/Online
- Exec Secretary will resend QM rubric and syllabus policy to members, who should review for next meeting.

6. Reports:

a. **CETL:** Documentation has been sent to Provost regarding change of LMS; Canvas pilot is underway- 9 courses, 206 actively enrolled students. Single sign-n is great, students like the app, 24 hour support from canvas is helpful. Seamless integration of google apps/publisher integration is well received. Canvas organization requires a bit of investigating and mapping. If we move to canvas all current courses will be rolled over.; ECAR will happen again- new data regarding technology and materials will be useful. Results will be in by June.

b. **ITS:** No Report

c. **EPC:** No Report



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7. **Next meeting** March 12, 2018
8. **Adjournment:** 1:28 pm