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CALIFORNIA STATE UNIVERSITY, LOS ANGELES

Academic Information Resources Subcommittee (AIRS) MINUTES

MINUTES OF MEETING: Monday, March 14, 2022

PRESENT: K. Faulkner (Chair, LSA); C. Wang (ECST); C. Haras (Exec Secretary) A. Doyle-Nichols (CCOE); A. Elmani (note taker); S. Xing (CBE); L. Villalobos (A&L); K. Fisher (EPC); Leon McNaught (ATI); B. Bondad-Brown (DAT); K. Bezdecny (NSS); D. Valdez (ASI Undergraduate Student)

EXCUSED ABSENCE: J. Solis (ITS); E. Winokur (HHS)

1) **Call to order:** 12:18 PM
2) **Approval of 3/14/22 agenda:** approved MSP
3) **Approval of minutes of 2/28/22:** approved MSP
4) **Announcements:** *K Bezdecny: We will try to pass Course Components policy in Senate tomorrow.*
5) **Intent to raise questions:** A. Doyle-Nichols: Who decided what was needed as far as training for online course offering in Curriculog? There is no training specific to hybrid instruction. Also, for program mods there are only face to face and online - there is no option for hybrid.
6) **Reports:**
   - CETL/DAT: 1) The Online Course Development Program (OCDP) is now soliciting course recommendations from colleges for the Summer OCDP. Dept should be soliciting nominations from their academic depts. Course nominations are due to the Provost from Deans 4/15/21. Program details can be found at: https://www.calstatela.edu/cetl/online-course-development-program 2) The campus LMS Admin has moved to another campus so CETL is adjusting hours of operation; LTIs and other requests can be accommodated when a new hire is made.
   - ITS: "Information Technology Services (ITS), in coordination with the Chancellor's Office, is working to upgrade the network infrastructure in each campus building from January through April. Please see below for a list of dates for each building. Maintenance windows are scheduled to begin at 10pm each night through to 6am the next morning to minimize impact to operations. Computers and other devices should automatically reconnect upon completion of each section but may require a reboot."
   - EPC: EPC worked on a memo in response to FPC's request to consider allowing students to opt in to CR/NC grading for their Spring 2022 courses. It is EPC's opinion that while well-meaning, this proposal would be disruptive and confusing to students, and would generally create more problems than it fixes.

Standing Business
7) Review and consider updates to the *Accessible Instructional Materials* policy. Discussion. Action item: B. Bondad-Brown and L. McNaught will draft a more 508-proactive policy.

8) Adjournment: 1:09 m/s/p

Tabled
9) Response from Diane Fazzi on *Access to Learning Management System Courses:* discussion ensued and updates made to policy. (Tabled)