Academic Information Resources Subcommittee (AIRS) MINUTES APPROVED
AIRS17-02
MONDAY, October 9, 2017
12:15-1:30 P.M.
ADMN 313

PRESENT: D. Raymond (Chair); S. Baker (LSA); C. Haras (Exec Secretary/recorder); K. Fisher (NSS); A.
Jamehbozorg (EPC Liaison); B. Bondad-Brown (CETL); J. Solis (ITS); W. Hess (ASI);
Christopher Harris (A&L)

EXCUSED: A. Doyle-Nichols (Vice Chair); S. Keslacy (HHS)

GUEST: J. Suarez-Grant (CETL)

ABSENT: M. Lee (ITS); B&E (VACANT)

1. Call to order 12:24 pm
2. Approval of 10/09/17 agenda m/s/p
3. Approval of 09/25/17 minutes m/s/p
4. Announcements: CETL is hosting a reception for 150 faculty who participated in CRT course redesign
next Thursday, Oct 19, 3:30-6 pm in the new Library North Teaching Hub-level A. All invited.
5. Intent to raise questions:
   K. Fisher: “Hybrid proposals are increasing for NSS. What are the criteria for hybrid and online course
   proposals? Are there sufficient criteria to guide proposals? What should be included in the proposal, i.e.
   ensuring security on exams, instructor communication, faculty qualifications to teach the hybrid course?
   Also, it’s hard to find this information online.”
6. Sandbox process and LMS update: AIRS m/s/p (unanimous) to move forward with Canvas sandbox.
   150 Canvas sandboxes have been set up. AIRS members will demo and forward any faculty names who
   want to participate to DAT. Sandboxes will be up for 3 weeks.
7. Reports:
   a. CETL: Qualtrix will launch next week.
   b. ITS: IDM goes live on 10/24. Once the systems are merged double sign-ins will be eliminated for
      email via portal.
   c. EPC: EPC is open to suggestions from AIRS on Committee v. Council status; discussion. C.
      Haras will forward 2014 memos by then chair Ellis to current chair Raymond. A. Ellis will be invited to
      time certain at 10/23 meeting.
8. Next meeting October 23, 2017
9. Adjournment: 1:32 pm