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