

The University of North Carolina at Pembroke
Academic Information Technology Committee (AITC)
Minutes - Monday, November 14, 2022 at 3:30 p.m.

This meeting was held through WebEx.

I. Roll Call

Present: Camille Goins, Beata Niedzialkowska, Benjamin Killian, Terry Locklear, Sherry Edwards, Kara Oxendine, Shawnda Cummings, Karen Granger
Absent: Michael Workman, Adam Walls, Melinda Rosenburg, Katina Blue, Leanna Earp
Guests: Liz Cummings

II. Adoption of Agenda/Approval of Minutes

Motion: B. Killian

Second: T. Locklear

Vote: Approved by acclamation — Abstain: 0; Nay: 0; Yea: 8

III. Reports

- a. C. Goins (Chair):
 - i. Review of Turnitin — 6 members have been assigned. AITC needs to make a recommendation prior to June for renewal.
 - ii. Canvas Studio — Demo is available (see email). Review team will begin in the new year.
 - iii. Reminder that agenda items by the last Friday of the month.
- b. K. Blue (CIO): *Liz Cummings in proxy*
 - i. Technology updates — Upgrades complete in UC Annex assembly room, will host BOG meeting in 2023.
 - ii. Project updates — None currently.
 - iii. Infrastructure — No updates currently.
 - iv. Security — Cyber Security Month was successful in its outreach. If anyone has not completed the Cyber Security training requirement, please make sure that they do so as soon as possible.
- c. T. Locklear (Interim Dir., OoL):
 - i. Camtasia User Community — Access to Camtasia, membership in campus group. Deadline for enrollment is December. New rounds will begin in January.
 - ii. COTE — No hard date set for new round, but probably in February. This is a 6-week course. Question: How many hours for renewal? Information is on webpage.
 - iii. OoL Presentations — These are released periodically and include information regarding professional development.
- d. K. Oxendine (Library):
 - i. Library Events — Last faculty research colloquium on Dec. 1st. Honors symposium on Dec. 2nd.
 - ii. Library Projects — In December, second floor inventory will occur. SciFinder and RefWorks links will be updated due to new platforms. Emails will follow. Exam hours: Nov. 28th – Dec. 9th.

- iii. New Books and Interactive Displays — Patron services has a section for new books (2 wk. checkout). Physical displays include fun surveys and other interactive elements.
- iv. Dir. of Patron Services — Interviews are concluded. Offer should be made in the next few weeks.
- e. S. Cummings (ARC):
 - i. Welcome April Whittemore as Assoc. Dir. of ARC.
 - ii. Note Taking — Working to simplify the process for student note takers. The required paperwork is being reduced and note can now be uploaded to GoogleDrive for the Spring semester.
 - iii. Technology — Kurtzweil (screen reader) and Dragon (voice recognition) software are available for students. UbiDuo is a speech generating device that can be used for person-to-person interaction (training is forthcoming).

IV. Unfinished Business:

- a. None

V. New Business:

- a. WebEx Login issues — Setting up meetings in private room would generate different rooms. Liz Cummings will check in.
- b. LTI request submission for Poll Everywhere (pilot rollout in the Spring). Offers both synchronous and asynchronous polling capabilities.

VI. Announcements:

- a. No meeting in December.

VII. Adjournment:

Motion: T. Locklear

Second: K. Granger

Vote: Approved by acclamation — Abstain: 0; Nay: 0; Yea: 8