



Academic Information Resources Subcommittee (AIRS) MINUTES

MINUTES OF MEETING: Monday, April 25, 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); E. Winokur (HHS); K. Fisher (EPC); Leon McNaught (ATI); B. Bondad-Brown (DAT); K. Bezdecny (NSS);

EXCUSED ABSENCE: D. Valdez (ASI Undergraduate Student)

- 1) **Call to order:** 12:17 PM
- 2) **Approval of 4/25/22 agenda:** approved MSP
- 3) **Approval of minutes of 4/11/22:** approved MSP
- 4) **Announcements: K. Faulkner:** AIRS to become a Standing Committee will be the 2nd reading item at Senate. One AIRS meeting remains, two new members (HHS and Library) are coming on for AY 2022-23; AIRS expressed thanks to Chair K Faulkner, who is finished serving her term in AIRS.
A Doyle-Nichols: The CCOE's curriculum committee is using a modified template that includes hybrid, synchronous or asynchronous and how student-student and student-faculty interaction will be addressed.
- 5) **Intent to raise questions:** None
- 6) **Reports:**
 - CETL/DAT: The Online Course Development Program Summer 2022 nominations are being reviewed; colleges are encouraged to nominate courses that are already approved to be taught online. Provost will sponsor department retreats in fall 22 (pilot this spring) for departments interested in revisiting online programs
 - ITS: *Voice Over IP Project:* The team has started the data gathering process for the project. Planning and Construction is providing project management and will be reaching out to building partners and department in each wave announcing that our vendor will be walking through areas making notes of phone location, number, lengths of cords, and any network jack information. Please if contacted work with us on this process as we are working to minimize any disruption to your areas for this data gathering efforts.
Classroom Upgrades Project: The implementations team has received notification of delay due to the chip and supply shortages. The completion of lecture capture rooms will begin early July 2022 and complete before FALL 2022 start. The remaining Presentation only upgrades will continue after the FALL 2022 start and complete by the end of the calendar year 2022. The team is coordinating with Academic Affairs on room scheduling to ensure minimal conflict with instructional spaces.
 - EPC: passed two policy modifications: *Probation Disqualification* and the *Graduate Studies Graduate Theses and Projects*.

Standing Business

- 7) Review and consider updates to the *Accessible Instructional Materials* policy. Discussed. AIRS will wait until Fall 2022 to submit the revised document as there is only 1 meeting left.
- 8) Adjournment: 1:01 PM

Tabled

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