

BFC Technology Policy Committee 2024-2025

Meeting 04 (1/16/2025)

Attendee: Michael Collins, Daniel Hickey, Michele Kelmer, Anne Leftwich, Laura Karcher, Elisabeth Harris, David Taylor, Scott Michaels, Alexander Alexeev, Jeremy Siek, Ashley Ahlbrand, Manish Nandineni

Agenda

1. Approval of Minutes from Meeting 03 [Mike]
2. Updates from UITS [Michele/Anne]
3. Report from the AI subcommittee [Dan]
4. Action items before next meeting [All]
5. Questions/Comments/Concerns

Meeting notes:

- **Meeting Minutes Approval:** Michael led the approval of the November meeting minutes, with Alexander making a motion to approve and Jeremy seconding it. The minutes were approved without opposition.
- **Graduate Applications Issues:** Michael mentioned that Jeremy was having issues with the technology for graduate applications, and Michele offered to provide contact information for Kim Bunch at the Graduate School to assist with the issue.
- **VoiceThread Usage:** Daniel shared his experience with VoiceThread, noting that despite initial concerns, his students were able to access and comment on VoiceThread videos without the Canvas integration. Michele and Anne discussed alternative tools and the importance of understanding the differences between various integrations.
 - **Initial Concerns:** Daniel expressed his initial concerns about VoiceThread, fearing that his students would not be able to access and comment on the videos without the Canvas integration. However, he found that his students could still interact with the videos.
 - **Alternative Tools:** Michele and Anne discussed alternative tools to VoiceThread, such as PlayPosit and Kaltura, which offer similar functionalities for video engagement and commenting. They emphasized the importance of understanding the differences between these tools and their integrations.
 - **Technical Explanation:** Michele explained that the students were able to use VoiceThread by creating their own accounts outside of the university's instance, which allowed them to comment on videos. However, this method did not integrate with the gradebook, highlighting the limitations of using VoiceThread without Canvas integration.
 - **Future Considerations:** Daniel and Michele discussed the potential impact of using VoiceThread without Canvas integration on future assessments and grading. Michele suggested continuing to work with Kevin Rogers to explore solutions and provide feedback on the tool's usage.
- **Support Services Feedback:** Daniel provided feedback on the differences in service quality between phone and chat support, noting that phone support was more knowledgeable. Anne and Elizabeth acknowledged the feedback and discussed potential improvements.
 - **Service Quality:** Daniel highlighted the differences in service quality between phone and chat support, noting that phone support was more knowledgeable and helpful compared to chat support, which relied heavily on the knowledge base.

- **Feedback Acknowledgment:** Anne and Elizabeth acknowledged Daniel's feedback and discussed the need to improve the chat support service to match the quality of phone support. They considered updating the support message to provide clearer guidance on who to contact for specific issues.
 - **Support Message:** Daniel mentioned the new wait message that encourages users to contact their local tech support center during business hours. He expressed confusion about who to contact, and Anne suggested that the message might need to be updated for clarity.
- **Teaching Technologies Overview:** Michael expressed interest in having someone from Michele's group provide an overview of available teaching technologies in future meetings. Michele agreed to organize this and suggested including information on generative AI and other tools.
 - **Interest in Overview:** Michael expressed interest in having someone from Michele's group provide an overview of the available teaching technologies in future meetings. He emphasized the importance of understanding the tools available for teaching and learning.
 - **Generative AI:** Michele suggested including information on generative AI and its practical uses in teaching and learning. She mentioned that her team is conducting webinars and offering resources on how to use AI tools effectively.
 - **Technology Highlights:** Michele proposed highlighting various teaching technologies, such as Gradescope and PlayPosit, that have been introduced in recent years. She emphasized the importance of keeping faculty informed about these tools and their functionalities.
- **AI Subcommittee Update:** Daniel updated the group on the AI subcommittee's progress, mentioning that they are working on drafting recommendations for policies on AI detectors, compliance courses, and syllabus statements. The subcommittee aims to distill extensive information into concise policy recommendations.
 - **Subcommittee Progress:** Daniel provided an update on the AI subcommittee's progress, stating that they are working on drafting recommendations for policies on AI detectors, compliance courses, and syllabus statements. The subcommittee aims to create concise policy recommendations.
 - **Policy Recommendations:** The subcommittee is focusing on three main areas for policy recommendations: AI detectors, compliance courses, and syllabus statements. They plan to draft initial recommendations and distribute them to the larger group for feedback.
 - **Faculty Concerns:** Daniel mentioned that faculty have expressed concerns about the use of AI detectors and the need for clear policies on their usage. The subcommittee aims to address these concerns in their recommendations.
- **Title 2 Regulations and Accessibility:** Michele informed the group about upcoming changes to Title 2 regulations regarding accessibility of digital materials. She emphasized the importance of making materials accessible and offered to have someone speak on this topic in a future meeting.
 - **Regulation Changes:** Michele informed the group about upcoming changes to Title 2 regulations regarding the accessibility of digital materials. She emphasized the importance of making all materials accessible to comply with the new guidelines.
 - **Compliance Deadline:** Michele mentioned that the university must be in compliance with the new Title 2 regulations by April 24, 2026. She highlighted the need for faculty to start preparing their materials to meet these requirements.

- **Support and Resources:** Michele offered to have someone speak on the topic of Title 2 regulations and accessibility in a future meeting. She also mentioned the availability of resources and tools to help faculty make their materials accessible.
- **Practical Steps:** Michele provided practical steps for making materials accessible, such as using alternate text for images, descriptive links, and ensuring good contrast in slides. She emphasized the importance of incorporating these practices into everyday material creation.

Follow-up tasks:

- **Meeting Minutes Approval:** Move the approved November meeting minutes into the approved minutes section. (David)
- **VoiceThread Usage Data:** Look up and provide the number of instructors who have purchased VoiceThread through E-text. (Michele)
- **Teaching Technologies Overview:** Organize a session to brief the committee on available teaching technologies and tools, including those that might be sunset. (Michele)
- **Title 2 Regulations Session:** Arrange a session to discuss the updates to Title 2 regulations and their impact on digital materials and accessibility. (Michele)
- **AI Subcommittee Draft:** Distribute the draft policy recommendations on AI detectors, compliance, and syllabus statements to the larger group for review. (Daniel)