Academic Computing Advisory Committee (ACAC) Meeting
Otto G. Richter Library – Third Floor Conference Room
Friday, September 6, 2019
1:30-2:30 p.m.

Attendees: Orlando Acevedo, Chuck Eckman, Moataz Eltoukhy, Ernie Fernandez, Cheryl Gowing, Allan Gyorke, Mohamed Iskandarani, Karen Mathews, Mary McKay, Christopher Meyer, Rik Myers, Mistu Ogihara.

<u>Agenda</u>

Welcome New Members
Dean Eckman welcomed the group; self-introductions followed. Welcomed were new ACAC members-Senate Rep: Mohamed Iskandarani, RSMAS, Oceanography; and Christopher Meyer, School of Architecture.

Approve minutes from the April meeting
Minutes from the meeting held on April 24, 2019, were approved without modifications.

Announcements/Updates
<u>Lecture Capture Task Force Report Status (attached)</u>

Professor Karen Mathews reported that the Lecture Capture Task Force (LCTF) submitted its final report to Provost Duerk in July 2019. As a result, the Provost invited Karen and Cheryl Gowing to give a Lecture Capture update at the upcoming meeting of the Academic Deans Policy Council (ADPC), which they did on September 4, 2019. At that meeting, they were able to share their research on lecture capture and academic continuity.

Karen reported it is vital to put in place a University Academic Continuity Plan (ACP) in case of an emergency. To make the plan more effective, it should come from senior administrative leadership and/or Deans at every school/college tailored to their department and faculty. An ACP could include menu options for classroom continuity with step-by-step procedures - should we miss a day of class, a week, or more - in every syllabus. She also noted that as a protocol, there should be a contingency Blackboard site where the materials can be downloaded during the first week of class. Cheryl stated that she will research other plans and will share those ideas with the task force for review and to develop an academic continuity plan for the University of Miami.

Cheryl also noted that she attended a state [Florida] university system summit in Gainesville on academic continuity over the summer. She stated that a resource sheet was distributed at the summit listing other academic continuity plans (some of which coincided with LCTF research). The resource sheet, along with other LCTF documents, are available for review in the LCTF Box folder. As a committee, ACAC does not have a Box folder where these documents could be downloaded and shared. Thus, Ernie Fernandez will work with Allan Gyorke, and the academic technologies team, to establish an easier solution to accessing this information.

Dean Eckman will invite Provost Duerk to another ACAC meeting to discuss the lecture capture initiative; next steps and how to navigate and implement those steps from the Provost's perspective and the ADPC

group. He noted that the General Council might be involved as well in order to resolve some of the complicated issues noted in the LCTF report.

At the ADPC meeting, the Dean of the College of Arts & Sciences asked *what is the uptake rate for Blackboard among chief faculty*. Allan responded that A&S classes with more than 4 students enrolled is rated at 63%. However, rates vary per category and other factors for each school/college. For example: School of Nursing and Health Studies with more than 4 students has an 88% rate. Discussion ensued.

2019/2020 ACAC agenda
In order to start planning for this year's agenda, Dean Eckman asked the group to send him their ideas for discussion, which he will gather and share with the group at the next meeting.

Tour of Magic Leap Lab (*Vice Provost JP Bardet and Director Max Cacchione)*
The meeting adjourned and a group of ACAC members left for a tour of the Magic Leap One lab.

Adjournment
With no further discussion / Q&A, the meeting adjourned at 2:40 p.m.

Minutes respectfully submitted by Elizabeth del Campo