

University Task Force on LMS and Academic Technology  
Working Group on Academic Technology

Monday, February 22, 2021  
1:00 PM

Members: **Solman Ahmed, Maureen Byrne, Omar Dib, Allison Edgley**, Cailin O'Connor Fitzpatrick, **Jennifer Gentile, Rose Gonnella, Marshall Hayes, Stephen Kubow (co-chair), Eric Landaverde (Student Representative), Sara Maass, Qian (Joyce) Mao, Joe Marinello, Joy Moskovitz (co-chair), Christopher Rustick, Greg Shepherd, Corey Vigdor, Jane Webber**

Rebecca Newman has joined the working group to update on the survey progress.  
Bill Hood had joined the working group as additional support from OCIS.

In attendance (**bolded** above) 14 in attendance total  
Absent (*italicized* above)

NOTE: No agenda was circulated prior to the meeting

### **LMS Survey Update**

Rebecca: will send a snapshot of survey responses in the shared folder as a link. We may need more data. Please advise if any questions need to be clarified. Will rewrite the question about the LMS plug in to strongly agree—strongly disagree. Only had four responses to the student survey- Joy will follow up with students to provide feedback on the survey questions.

Question about sharing IP addresses so members can confirm their submissions. Send Rebecca your IP address and she will update you on what is received to preserve the confidentiality of IP addresses.

Joy: Please try to finalize your surveys between today and tomorrow so we can move on to our next steps. If you have questions or updates to the survey questions, please reach out to Rebecca directly. Thanks again to Rebecca for all of her work on the surveys.

### **Website Update**

Solman: presented draft of LMS website demonstrating a landing page with dedicated sections to each LMS including the sandbox and resources.

Joy: Thank you Solman. The plan is to send out an all faculty/staff/student email blast inviting sandbox participation and driving everyone to these webpages. If you found different resources that you thought would be helpful, please share them with Solman to include on the site. Please send any thoughts or feedback with Solman if you have ideas as we further develop the site. Any feedback?

Positive feedback from the working group on the start of the website: “looks great, simple, easy to follow, very neat”

Joy: Great, thank you. After this meeting Solman and I will meet with Joe and Bill to further discuss community wide sandbox access. That will be a major piece of the website. We will meet with the LMS working group tomorrow and proceed accordingly.

### **Computing Resources Update**

Joe: There will be a formal refresh plan in place beginning July for full time faculty members for every 3-4 years to get a new unit. No local resources needed. Doesn't address all different people (doesn't address students) and resources, but it is a start.

### **Zoom Security**

Joy: Concern about Zoom security due to recent "zoom bombing" issues. Communication has gone out to students. Request for assistance with security measures and communication to all faculty/staff.

Allison: there are a lot of features in meeting settings that can be set. It would be really helpful to know those features of added layers of security.

Chris: Yes, it is smart to have best practices and use authentication when able and use the waiting room.

Joe: OCIS can assist with this communication and guidelines to assist academic and nonacademic uses. Default can be set to make it more secure and balance usability with security. Waiting rooms can be defaulted on, but then can be turned off.

Joy: Thank you Chris and Joe. I will forward the information I have to Chris. If there are no more questions, let's end early so you can use the extra half hour on your surveys. Don't forget to hit submit after you finish your last question so you don't override the survey.