

Council for Academic Technology and Innovative Education (CATIE)

June 23, 2016

2:00 – 4:00

Allen Building, College Station, TX

Meeting Summary

Members/Proxy:

TAMU-Central Texas:	Lisa Bunkowski, Richard Schilke
TAMU-Commerce:	Julie McElhany
TAMU-Corpus Christi:	Alexandra Janney (proxy for Lauren Cifuentes)
TAMU:	Maria Barrufet, Jim Snell
TAMU-Galveston:	Gerald Hughes (proxy for Joan Mileski)
HSC:	Paul Brandt
TAMU-Kingsville:	Michelle Durán, Lori Kupczynski
TAMIU:	Pat Abrego, Alfredo Ramirez
TAMU-T:	Kevin Williams
PVAMU:	Charlene Stubblefield
TSU:	Jim Gentry, Kelley Shaffer
WTAMU:	James Andrews, Lora Haas
TEES:	Ed Pierson
TTI:	Terri Parker
AgriLife Extension:	Holly Jarvis Whitaker
TAMUS:	Sheri Pappas, Mark Stone
CSAC Student Rep:	David Flores

1. Welcome and introductions; CATIE Briefing:

Welcome and introductions of current, new, proxy members and student representative.

CATIE formalized in June 2014 with representation from A&M System universities/agencies to support the educational mission of the system members in matters related to technology use in the design, development, delivery, and assessment of courses and programs. The CATIE members provide collaborative strategic direction, guidance, and recommendations on technology-enriched teaching, learning, and assessment initiatives.

2. Chancellor's Summit on Academic Technology (CSAT) Update:

CSAT 2016 - Approximately 140 attendees

- CSAT Evaluation - 51 responses
 - 51% staff; 27.5% administrators; 17.6% faculty; 2% other
 - Evaluation with comments attached
- Overall CSAT 2016 went well
 - Strategic planning session took place during lunch will serve as foundation to build task forces for next year

3. Update by Mark Stone, System CIO:

The A&M System is discussing System-wide "Opt-in" contracts. Per Mr. Stone, "Opt-in" contracts are beneficial to System members because they are not mandatory and not limited by the options within the contract.

An example of the Opt-in contact is the recommendation by the CATIE Collaborative Pricing task force for three proctoring products. Mr. Stone received permission from Mr. Billy Hamilton, Executive Vice Chancellor and Chief Financial Officer, to create an “Opt-in” contract with ProctorU, Respondus, Examity through procurement services which will allow these contacts to be “stood up” (i.e., no separate competitive bid needed or separate contract) for one year beginning in the fall of 2016.

The A&M System has been asked to comply with the “spirit” of Senate Bill 20 (which requires state agencies to request competitive bids on services). In order to comply, the System will need to develop RFPs for a subset of the various products that would be in place as Opt-in contacts for a term of 3-5 years.

Mr. Stone is requesting a committee to develop an RFP for proctoring solution. The goal is not to select one but rather have a subset of solutions (perhaps two or three) that would provide the best options for the System members. The two or three subset solutions would be available to members for a 3-5 year System-wide agreement.

Benefits of System-wide RFP agreements:

- Contact simplicity
- Discounted pricing
- Solutions that lend itself to System support and sharing of best practices

Mr. Stone would also like the same process for selecting a subset of LMS solutions, captioning and other products such as Turnitin. This would allow movement to alternative LMS solutions/software products without the burden of individualized RFPs. Campuses were encouraged to continue with negotiations that are already in place with the understanding that the System-wide agreements will ask vendors to pro-rate any existing contracts.

Products to consider for Opt-in contracts:

- Turnitin
- Authenticate
- 24/7 Help Desk
- Atomic Learning
- Lynda

Many opportunities for System-wide agreements!

4. CATIE Task Forces:

The goal for CATIE task forces is to facilitate processes (that may already exist within the universities/agencies) with System endorsement and support. Task forces are designed to take the issues or ideas and focus on solutions that benefit the System members.

- **State Authorization (SA)** – chair James Andrews

The SA task force is charged with exploring avenues of partnerships among A&M System members to collaboratively face the challenges (and often confusing) regulations of State Authorization and keeping System members informed.

- **Quality Assurance (QA)** – chair Pat Abrego

The QA task force is charged with reviewing current practices and leading the effort for continuous improvement in quality assurance for online education. The QA task force formalized their

recommendations for endorsement by VCAA and Provosts. VCAA met with Provosts on April 27, 2016 to discuss the recommendations. Provosts were asked to provide feedback to VCAA prior to the August 2016 BOR meeting.

- **Digital Learning Integrity** – chair Charlene Stubblefield

The Digital Learning Integrity task force is charged with examining the current state of digital learning and developing guiding questions to assist in recommending solutions to better leverage the use and implementation of technology.

- **Universal Design for Learning (UDL) and Accessibility** – chair Michelle Durán

The UDL and Accessibility task force is charged with reviewing and providing recommendations for accessibility in the area of academic instruction.

- **Collaborative Pricing** – Co-chairs Paul Brandt and Anthony Edwards

The Collaborative Pricing task force is charged with reviewing and processing product requests to leverage System-wide competitive pricing.

- **Policy and Procedure / Federal and State Issues** – Chair TBD

Task force TBD

5. Quality Matters (QM) Consortia:

The A&M System will serve as the umbrella subscriber for the Quality Matters consortium. The System will cover the annual subscription cost of \$5500 and include the IYOC license cost of \$1000 for a total of \$6500. System members have the opportunity to “opt-in” as a subscriber for \$1125.

QM member benefits: access to fully automated web-based QM rubrics for online and blended courses, subscriber discounts on professional development training; affiliates can participate in each other’s internal reviews,

The QM consortia will be managed by a governance committee. The committee will have representatives from each of the participating institutions/agencies. The Provost/Directors will appoint the representative to serve on the QM governance committee. The committee will determine the overall governance structure. Dr. Pat Abrego will serve as the chair for this committee.

- 6. THECB Learning Technology Advisory Committee update (LTAC):** LTAC meets four to six times per year. Membership includes representatives from public community and technical colleges, universities, and health related institutions. LTAC engages in substantive policy research and discussion dealing with learning technology in higher education. Current CATIE members on LTAC are Charlene Stubblefield, Pat Abrego and Michelle Durán. LTAC is distributing a survey to all public higher education to assess the overall “state of distance education” and align best practices with SACS requirements. Results of the survey will be shared.

7. CATIE Executive Council election:

Ballot distributed for election of CATIE Executive Committee members. Filling two vacancies (Dr. Kim Dooley and Dr. Yakut Gazi) and two individuals rotating off. Results of the election — Michelle Durán, Charlene Stubblefield, Kelley Shaffer and Holly Jarvis Whitaker were elected to CATIE Executive Committee. Dr. Hallmark will appoint the Chair and Vice-chair.

8. Appointed Members:

- Need to fill the appointment for System IT Governance. Dr. Edwards will remain on the committee through August. The new appointment will begin September 2016. Richard Schilke volunteered to represent CATIE on the IT Governance committee.
- TTVN representative on behalf of CATIE is Dr. John Williams

9. Create a Faculty Advisory Group

Create a Faculty Advisory Group that will serve as a liaison between the universities and CATIE to help identify and recognize new and emerging trends/ideas, changes in technology and how best to introduce/incorporate those within the academic environment and to serve as the communication channel on behalf of the faculty to CATIE. Dr. Lori Kupczynski, TAMU-K has agreed to serve as the chair of this group.

Action Items:

- Send out query to institutions asking for Captioning solution
 - Submit final Captioning solutions to Mr. Stone for a one year contract. A competitive bid (RFP) will follow during one year time frame for a 3-5 year System-wide agreement
- Create RFPs for Proctoring solutions – ask Digital Integrity Task Force to move this forward
 - LMS RFP – ask LMS Task Force to develop RFP for LMS solutions
- Develop scope of work for CATIE Website
- Set-up webinars for Atomic Learning and Lynda
- Request task force chairs to synthesize the strategic planning session and send to S. Pappas
- Establish QM Consortia governance committee
- Address Technology-Mediated Instruction policy
- Share information for upcoming System LMS audits
- CATIE to present at BCS iTech (?) meeting as appropriate

Next CATIE Meeting — fall 2016