<div align="center">**Minutes**</div>

Committee: Distance Education and Learning Technology Committee (DELTC)

Meeting date/time/location: January 26, 3:30 p.m., Microsoft Teams

Person Presiding: Melinda Doty, Elected Chair

Regular members in attendance: Will Banks, Nancy Dias, Patrick Rider Jonathan Reid, Imre Patyi, Marina Walker, Scott Walfield

Ex-officio members in attendance: Wendy Creasey, Jennifer Baysden, Robert Campbell, Timm Hackett, Eric Houston

Others: Rachel Baker

Actions of Meeting:

1. Meeting was called to order by Doty, Elected Chair.
2. Minutes were approved.
3. Eric Houston is replacing Hector Molina as ex-officio.
4. Old business:
    a. Banks, chair of the ECU Computer Policy subcommittee (Reid, Patyi, Creasey, & Doty with support from Baker), provided an update on Academic Computer Use and Computer Replacement/Retirement Program policies. The third policy, Software and Data Services Acquisition Policy, will be reviewed in the future.
        i. Steven Schmidt, who was unable to attend due to a conflicting meeting, and generally supported the Academic Computer Use policy. Baker clarified the next steps and procedures pertaining to these documents. Only Academic Computer Use Policy will go to Faculty Governance. There was discussion to point 4 pertaining Academic Computer Use, particularly that the policy change may necessitate faculty having to purchase and use a personal computer for teaching and research-related activities/freedom. Rider raised a concern echoing concern for specialized software particularly for research which was supported by Hackett who indicated it seems to be arbitrary and too restricting in respect to teaching. Houston noted that 1,700 programs have been approved and the majority are approved. ITCS is looking at a proof of concept for "administrator by request". Creasey asked if users are an administrator; this is dependent. Reid asked for context around what the risks are to the university that led to this policy which sounds like overreach. Doty noted it would be helpful to see the audit findings and why the changes are being made which Houston will look into. Additional concern was noted regarding overreach and how far this will go; Creasey provided the reasoning to the policy and that there is a different policy for students. Houston noted the largest risk to the infrastructure is ransomware and that both internal and

external policies are needed to prevent it and other attacks. The Academic Computer Use document was approved as is.

    ii. It was noted that the Computer Replacement/Retirement Program policy had received a large number of complaints concerning the most recent replacements particularly regarding the lack of forewarning and lack of choices as faculty have different needs in order to conduct their research. Comments were raised that this policy seems counter-productive, can negatively impact departments, and needs updating. Houston noted that the 1 to 1 replacement was due to the number of supported units that would be on the network if it was not in place. The Computer Replacement/Retirement Policy document was approved as is.

  b. There is a scheduled "called" meeting with Stephanie Coleman and Zach Loch on February 2 at 3:30 to go over the feedback from the ECU Computer Policy subcommittee raised in the two documents.

  c. Wendy Canvas provided an update regarding H5P Tool for Canvas. It has been formally adopted but the campus does not have access to it yet; it is reserved to a small number of groups and individuals for now. Trainings will start later this year; it will be showcased on April 8th by individuals already using it.

5. New business:

  a. Reid noted the communication network between the university, students, and faculty needs to be stronger; he also mentioned it would be important to know the students' expectations, impressions, and responsibilities across a number of domains. It was also noted that with the push to expand distance education, there are concerns over equitable Internet access, particularly those in the rural part of the state. Reid will chair the subcommittee; Rider, Creasey, and Baysden will serve as members and Doty as an advisor. It was recommended to review prior surveys even though it might be outdated and to ensure input from students in the creation of the survey. Baker noted that the Rep. of SGA for DELT had to step down and has not been replaced. Creasey noted there are already two student focus groups on campus as well as the SGA Executive Council as potential students to involve.

  b. An individual from DELT was requested to serve on the search committee. Hackett volunteered.

6. Committee updates:

      These will be addressed at the next meeting due to time constraints.

7. The meeting with Stephanie Coleman and Zach Loch will be postponed.

8. Adjournment: With no further business, meeting was adjourned at 5:02 p.m.

Next meeting: Wednesday, February 23, 2022, 3:30 p.m., Microsoft Teams

Respectfully submitted,
Scott M. Walfield, Secretary