

Meeting Date: 2/3/2022 @ 2pm
Location: via MS Teams
Meeting Attendance: 19 people in attendance

March 3, 2022

The purpose of this committee is to unify classroom technology on campus by reviewing best practices for AV and computing equipment in Teaching and Learning Spaces and Student Computer Labs. We strive to help faculty with the use of technology by making moving from department-allocated rooms to university / general lecture teaching spaces seamless and predictable.

The Classroom Technology & Support Subcommittee is a collection of technical professionals representing each college and technology support entities at the university who support each other through shared governance and responsibility by implementing innovative and forward-looking teaching and learning technology, based on faculty influence to strengthen the university community.

- Discussed software matrix cycle
 - The Review/Revise phase is completed, and FACT will vote to approve/deny the Software Matrix at the next meeting in March
 - We discussed a faculty request to have Adobe Reader deployed to classrooms instead of Acrobat Pro due to MFA
 - We discussed a faculty request to have the PollEverywhere MS PowerPoint extension deployed to university classrooms
 - Questions came up on possible complications of deploying both Adobe Acrobat Pro and Adobe Reader (must extract the MSI to avoid error)
 - College techs agreed to have their matrix lists integrated with ATS for FACT approval in March

- A request was made to improve communication with campus techs regarding Software Depot license renewal cycles and when to expect new versions of software so they can have time to deploy updates to learning spaces

- We discussed a request from CNSM for clarification on students accessing Adobe CC products via VPN/RDP
 - For compliance with Adobe agreement, students must be assigned a named license to access Adobe CC remotely (both SVL and Sassafras)

- College/Dept Classrooms
 - Lane posted [Classroom Equipment and User Guides](#)
 - Alex posted [HyFlex Student Assistant Program](#)

1st Thursday of the Month @ 2 pm - 3 pm via Microsoft Teams

<https://www.csulb.edu/academic-technology-services/software-depot/software-deployments-within-university-supported-areas>