Members Present: John Adams, Hilary Baker, Larry Chu, Ellis Godard, Xiyi Hang, Daniel Hosken, Gloria Melara, John Noga, Jacek Polewczak and Ashley Skylar.

Minutes: Jennifer De Iuliis

Excused: Ardavan Asef-Vaziri, Kimberly Embleton

Guests: none

1. Approval of Minutes – The minutes of the 3/02/07 meeting were approved as amended.

2. Previous Meeting Action Item Review

   a. Web accessibility consultants – Hilary Baker mentioned that she is unaware of any RFPs for web accessibility consultants. Gloria Melara suggested training students to assist faculty and mentioned that University of Washington has some good information. Gloria will send link to the ATC group. Ellis Godard mentioned that the proposed new content management system may preclude the need for consultant support.

3. Special Presentation - Ashley Skylar – Power point presentation and handouts provided to group on the Elluminate program.

4. Announcements

   a. Gloria Melara – The Associate Dean is looking at designing the requirements for Smart classroom in Engineering. Xiyi Hang stated this topic was mentioned at their department meeting held yesterday and they’re currently in the process of determining what the requirements for Smart Classrooms.

   b. Jacek Polewczak – uses room OV 25 and has requested a portable white board for the room when he uses a projector because the projection screen covers the stationary white board. He made the request in February to both PPM and the University Help Desk and he still doesn’t have a solution. Ellis Godard suggested developing a set of standards to then ensure such items are available for classrooms. Hilary Baker to look into portable board request.

5. Chair’s Report
a.  *ADA Policy Update* – Joseph O’Conner is about to release new templates for faculty to have an easy tool to use for compliance.

b.  *ACAT* – no report; meeting is held next Tuesday.

c.  *Next ATC Meeting* – John Noga reminds the group a new chair will be elected at the next meeting and to please inform the group if you have a nomination, but are unable to attend. A new chair of the committee requires being a member in the previous year. In addition, some current members will have completed their ATC term this semester.

6.  **Department / College Issues**

None

7.  **CIO Report**

a.  *SOLAR & Portal Enhancements (handout)* - Hilary Baker shared the draft of the Faculty Portal page and notes that individuals can personalize their own page.

b.  *Collaborative Email/Calendaring* – Mirapoint has completed some initial product demos. We are now deciding on when to conduct a larger demo. Jacek Polewczak asked about ADA compliance. Hilary Baker stated Mirapoint can run with a compliant Outlook client and they have a web version that is ADA compliant.

c.  *Content Management System* – Current CSUN system that has some content management functionality, Contribute, will be replaced by a new content management system this fiscal year. An RFP will be distributed to vendors this semester. Joseph O’Connor has noted that there are not many content management systems that are ADA compliant.

d.  *Microsoft Vista* – Students are already coming to campus with laptops loaded with Microsoft Vista. Now that Daylight Savings testing has been completed, the same group of technical resources from all divisions is now moving forward quickly to work out the issues they are presented with.

e.  *IE7 & Office 2007* – Both software products are being reviewed and tested.

8.  **Discussion Topics**

None

9.  **Policy**

None

10.  **New Business**

None

Meeting adjourned at 4:00 PM. Next meeting is on May 4, 2007.