

**Meeting Wednesday Feb. 24rd, 2021 via
Zoom at 12:40pm**

Present: Khadija Nakhuda, Katherine Chuang, Paul Cheney, Luna Finlayson, Carol Hildebrand, Matthew Howard, David Patterson, Caitlin Rolston, Grace Mengqi Yuan

Standing Items

1. Call to Order: 12:45 PM
2. Approval and adoption of the Agenda
 - Dave motioned to approve the 2/24 agenda, seconded by Matt H.
 - Vote: approved
3. Approve minutes
 - Matt H. motioned to approve the 2/3 minutes; seconded by Khadija.
 - Vote: approved
4. Chair Announcements
 - TPC presented to PRAC's meeting on Feb 09th, received positive feedback from Meg and Jonathan, who said plan was high level but had enough details to be meaningful. PRAC is interested in our charge and wanted to know more about it.

Discussion Items

1. Proctorio
 - Katherine: ASCOM working on resolution. Will discuss this Friday.
 - Paul: Talked to Meg Pasquel, this is political and decisions will be made elsewhere. We should discuss it today. We might look at other possibilities in terms of tech.
 - Matt H: IT has nothing to do with it. School has a contract with the company through DE.
 - Khadija: Haven't used it. Friends and brother say it causes major anxiety. Brought it up in Trustees and Meg and Jonathan are working on it.
 - Paul: Should we do our own research being our own independent committee?
 - Katherine: Causes major and disruptive anxiety. You have to ask all your family members to leave you alone because any noise or movement can affect it. You're being recorded and it seems like an invasion of privacy.
 - Matt H: UPM negotiated against cameras in offices and classrooms.
 - Caitlin: ASCOM should use that as evidence for their resolution.
 - Luna: Universal design would not include a camera. SAS is not doing on-campus testing.
 - Katherine: Last semester, my calc teacher had us take a test via zoom with camera on and it was a lot better. Wifi issues can interfere with Proctorio.
 - Grace: We should keep this on agenda and keep hearing from ASCOM.
 - Matt H.: Let's find out what other groups are doing so that we don't overlap.
2. Revising charge
 - Carol: These were my initial notes and everyone should jump in.

- Luna: How are we classifying minorities?
- Carol: We are looking for tangible ways we are contributing to equity, like supporting businesses. This language came from a conversation with Eldridge. I will find out more. I will talk to Jonathan and maybe Greg.
- All: Discussion about equity bullets, changed wording to be inclusive of socio-economic status along with white supremacy culture.
- Grace: will send this out in an email.
- Paul: Let's vote next meeting.
- Caitlin: Moved to vote on charge next meeting
- Matt H.: Second.

3. Next Meeting:

- Grace: vote on charge next meeting. Can we talk about new LRC tech impact?
- Matt H: We don't have anything to share, but will try to find out more.
- Paul: Will ask Andy.
- Grace: Will discuss low-hanging tech plan fruit we can begin working on, such as help desk, with Dave.
- Matt H: Would like to speak with someone about whether TPC should be part of the LRC planning, if we can get involved in demos of tech and other academic matters. We don't know the name of this committee in charge of internal layouts of new building.
- Paul: will email to find out more.
- Carol: Will bring anything she can find from her LRC planning committee, but it has a different focus.

Matt H: motion to adjourn at 1:20 pm

Carol: seconded.