Information Technology Advisory Council (ITAC)

MEETING MINUTES
Meeting held at 9:00 a.m., Thursday, February 9, 2011 in EPC 304C

Members in attendance: David Anderson (Chair), Cindy Brown, Ed Chow, Jackie Crouch, Tabatha Farney, Drew Hitchcock, Jan Kemper, Kirk Moore, Scott Switzer, Jerry Wilson, Regina Winters

IT UPDATES
Jerry reported that:
- Our **telepresence** system was the subject of an international press conference held here at UCCS, in Bangalore, India, San Francisco, La Junta, and Denver. The recording can be seen at http://www.ustream.tv/recorded/12114722. In addition, our current room is being redesigned, and a new system is being planned to accommodate a laboratory setting, perhaps as a mobile unit.

- The order for the **VoIP** system was delayed somewhat, but the installation is now in progress. Qwest will begin to replace our network in the next week or two, starting first with the IT cores in the machine rooms, followed by the switches in all the data closets, and then installation of phones. Each building on campus will experience some down time, but it is hoped that this will be mostly on evenings and weekends.

- As a result of recommendations from a committee convened by the Chancellor, both the policy on, and the procedures for, **faculty and staff email lists** are being modified:
    1. When users send emails to a list, they will be prompted with a pop-up window to agree to the terms of the policy.
    2. Users will no longer be able to reply to the list. Replies will go only to the original sender.

- Policies regarding the use of **social media** in academic courses are being developed, including mandatory training. Jerry will bring drafts to the next meeting.

BLACKBOARD UPDATES
David reported that:
- The **Blackboard upgrades** to Service Packs 3 and 4 occurred over break with the usual complement of issues, but for the most part Blackboard is working well. One of the bigger challenges is that Blackboard often unexpectedly adds, removes, or changes features, both on the front end as well as behind the scenes, and it's a struggle to keep both instructors and IT support personnel up to speed. Some of the changes are welcome enhancements or improvements, but others… well…

- We have piggy-backed onto Boulder's license for Sonic Foundry's **Mediasite**, and so far this appears to be our best solution for securely delivering large media files. Users can access them only through links in their Blackboard courses, and the files are streamed, not downloadable. In addition, the cost of this service is currently a fraction of what Blackboard charges for storage space. Media can be delivered to the Mediasite server in two ways:
    1. Through dedicated Mediasite hardware that comprehensively captures the classroom environment and automatically uploads it to the server.
    2. By creating .wmv files from other applications (PowerPoint, Camtasia, etc.) and uploading them to the server.

    Once on the server, it is simple to add links to the media in a Blackboard course.

    At this point in time there are only a couple of Blackboard admins with access to the Mediasite server, but we are working with Sonic Foundry to set up hierarchical privileges for instructors to have individual access. We are also looking at building up our infrastructure for this, with the hope of providing fixed installations in classrooms as well as mobile units. The hardware is fairly expensive, and as we grow in our storage space requirements the cost for that will increase as well. The funding model for this still needs to evolve.

NEW BUSINESS
- **Proposed increase in student tech fee.** The proposed increase in the student tech fee by $0.50 this year and another $0.50 next year has been approved by the Leadership Team and the Chancellor, and will be submitted soon to the Board of Regents. This size increase does not require a vote of the students, nor a reconvening of the Student Tech Fee Committee, but David will inform the Student Government Association of the proposal.

The meeting adjourned at 10:30 a.m. The next ITAC meeting will be held at 9:00 on March 10, 2010 in EPC 304C.

Please report any corrections or omissions to David Anderson at danderso@uccs.edu.