Information Technology Advisory Council (ITAC)

MEETING MINUTES
9:00, May 12, 2011 in EPC 304C

Members in Attendance: David Anderson (chair), Cindy Brown, Radu Cascaval, Jackie Crouch, Tabby Farney, Jan Kemper, Kirk Moore, Venkat Reddy, Jerry Wilson, Regina Winters

IT UPDATES
Jerry reported that:
- The 1st phase of the **new web design** is complete and has received a very positive response. One common feedback is that some of the pictures are too big, and that one must scroll to see the links at the bottom, especially on laptop screens. The 2nd phase will focus on improved navigation. Venkat: suggest using ITAC as a user group. Regina: can we see the user analytics? Kirk; yes; Google analytics probably easier to decipher.
- Our **telepresence** call with the White House Secretary of Education went well. We are going to upgrade to a 3-screen system in the next 2-3 weeks; perhaps will put the current one in another room. Systems have been donated for our chancellor and for the CU president. Telepresence hosted one Nursing and two Engineering courses in the fall, and two Engineering courses in the spring. More Nursing courses are being considered. Several other projects involving Saudi Arabia, Abu Dhabi, the Dominican Republic, and other places in the US are being considered.
- **Exchange** is in the process of being rolled out. The library is done; currently working on the bookstore. This will continue to expand across the campus. Expect full implementation by sometime during the fall semester. IT is building a team to go to departments to help with the conversion. Training will be offered.
- The swapping out of the network for the **VoIP** system has been going on for the past few weeks. Buildings are being done on weekends to minimize impact. The whole network should be upgraded by the first week of June, with the VoIP phone system operational by mid-July. IT will offer training.
- A new interface is being developed for the faculty-l and staff-l **email lists**, with a pop-up window asking users to agree to the email policy when they attempt to send to the list. Users will no longer be able to reply to the list, only to the originator. These changes will be effective June 1.

BLACKBOARD UPDATES
David reported that:
- **Blackboard** is running smoothly "as designed," *i.e.*, it has a few idiosyncrasies that we need to deal with, but no major problems. Some of these are scheduled to be improved in upcoming service packs.

- **Fall courses** have been created but student enrollments will not be populated until August 1.
- Service pack **updates** are scheduled for August 11 and December 27.

CAMPUS ONLINE TASK FORCE UPDATES

David reported that:

- We are moving ahead unhesitatingly on **online degree completion programs**: BUS, HSCI, and CJ.
- A "**Front Desk**" concept is being developed as a single point of contact for online students.
- The task force is bringing to bear Student Success, Admissions & Records, Extended Studies, Teaching & Learning Center, Information Technology, et al., and working to increase resources for these areas.
- College task forces are developing **design guidelines**.
- We are looking at **lecture capture systems** with the goal of choosing one system for campus-wide use. We need to make a decision by mid-June so that faculty have it available to develop fall courses over the summer.
  - We have already had Echo 360 and Tegrity demos; working on Mediasite, and perhaps Microsoft. The features of Tegrity are currently putting it as the front runner.
  - The Council agreed that we need to add lecture capture guidelines to our online course design guidelines.

NEW BUSINESS

Kirk reported that:

- **ISIS will be down** next Friday 5/20 9:00p – Monday 8:00a (with the possibility it could get pushed back). He will send announcement.
- We are hoping to get **student ID pictures** into ISIS.
- IT is working to ensure that **Beth-El faculty ID cards** work in the housing village card swipes while they are in exile during the renovation of University Hall.

The meeting adjourned at 10:30. The next meeting will be held at 9:00 on September 8, 2011 in EPC 304C.

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