Information Technology Advisory Council (ITAC)

MEETING MINUTES
Meeting held at 9:30 a.m., Thursday, September 13, 2007 in EPC 304C

Members in attendance: David Anderson, Peggy Beranek, Yvonne Bogard, Chris Carruth, Ed Chow, Jackie Crouch, Nina Frischmann, Alex Ilyasova, Jan Kemper, Kirk Moore, La Vonne Neal, Daniel Szarkowski, Jerry Wilson

OLD BUSINESS
1. **IT Updates**
   Jerry reported that:
   a. **Paw Prints (pay-per-page printing)**
      Several issues have delayed implementation (not the least of which is that the main support person is currently out of the country), but the system should be up and live by the end of September. The first month will be free of charge while the system is tested and bugs worked out, and actual charging at $0.06 per page will begin by the end of October. La Vonne commented that this seemed high, but Jerry explained that it was difficult to predict exactly what the price needs to be in order to recover costs, and that if anything, that price may come down once some data is collected as students and faculty alter their printing habits.
      Jackie inquired about toner replacement and paper supplies; Jerry said that through its maintenance service toner would be stocked and replaced, and that labs would continue to purchase their own paper and be reimbursed through IT.
   b. **Faculty/staff computer upgrades**
      This is moving ahead. Some 250+ machines have been identified as higher priority, with another 150+ as lower priority. IT expects to upgrade possibly 10-15 computers per week.
   c. **Wireless**
      Installation of the wireless infrastructure is underway, but somewhat hampered by having to work around classes, events, etc. They should start turning on the system by mid-October, in order of priority: housing > academic areas > administrative offices.
   d. **Emergency text messaging**
      An emergency text messaging system should be in place in a month or so. This will be hosted and administered by the Department of Public Safety. Users will need to subscribe, and it is expected to be initially open to anyone who wishes to do so.
2. **Turnitin license**
   David recounted that we now have a campus-wide subscription to Turnitin, and that some 25 faculty members have set up courses at their web site. It was suggested that since things were pretty hectic for everyone at the start of the semester when he sent out the initial announcement and people may have missed it, that he send our another email. David will comply.

3. **CMS selection**

David reiterated again (redundancy deliberate) the goal of reducing the number of CMSs that IT supports, and noted that a couple of factors may encourage us to act on this sooner rather than later: [1] The current WebCT license will expire in January. The limited license for the old version we've been using will no longer be supported, and the cost of moving to the latest enterprise version will be several times more expensive. He also noted again that the Chemistry Department in particular has built its entire curriculum, from freshman to senior, for both lecture and lab, around calculated questions. Whatever CMS replaces our current WebCT will have to have that feature. [2] There is discussion recently in the campus administration regarding pandemic preparation, with the suggestion that we be able to move most if not all of our courses online in the event that people are reluctant to congregate on campus. Jerry explained that the best way to do this would be to build the appropriate infrastructure (hardware, software, and human resources) on campus in order to support such a large endeavor. The suggestion that we use eCollege for all or part of this undertaking is fraught with uncertainty. Outsourcing would render the situation out of our control.

Yvonne emphasized that whatever we do needs to have adequate scalability to handle the demand that might be put on it.

Nina informed us that, because of the intolerable demand the support of eCompanion in LAS has put on the Teaching and Learning Center, the TLC has three specific requests:

1. The TLC would like a statement stating the specific reasons why eCollege will not be considered for the sole campus course management system.
2. We would also like to know when the campus and IT will provide a course management system for use by faculty for their courses that is supported by IT.
3. In the case of transferring existing course shells to another CMS, the TLC will not manually convert course shells. We, of course, will support the new CMS granted that we have enough time to learn it ourselves.

Peggy stressed that if a move to another CMS should be considered, the transfer of courses must be relatively painless. All agreed.

La Vonne noted that some of the colleges have technology committees that should be involved in this discussion, and that what we do should follow the campus, academic, and college strategic plans.

Jerry and David will work to bring the appropriate parties together to continue to pursue this issue.

NEW BUSINESS

1. **i>clickers**

David reported that the campus has now switched entirely to the new i>clicker system, with eighteen base units in use (either mobile or permanently installed), supporting some 27 different courses. It requires no support from IT (nor from David himself, unlike the old system!) There is also no cost to the campus, as we receive one free base unit for every 100 clickers the bookstore orders, and there are no additional hardware or software costs.

2. **Online FCQ results—gender & bias disclaimer**

David noted that the Faculty Minority Affairs Committee, through the Teaching Excellence Council, requests that a disclaimer be publicized regarding race and gender biases in FCQ results. Once the exact wording of that disclaimer is worked out, Kirk will put it on our Course Search page (where there are now links to department, course, and instructor FCQ summaries). David had earlier requested that the Boulder Office of Planning, Budget, and Analysis put such a disclaimer on their Data Requestor page or the FCQ summaries themselves, but they refused to do so.

3. **Toner for Paw Prints**
   (See IT Updates above.)

The meeting was adjourned at 11:10 a.m. The next ITAC meeting will be held at 9:30 on Thursday, October 11, 2007 in EPC 304C.

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