# Information Technology Advisory Council (ITAC)

## MEETING MINUTES
### Meeting held at 9:00 a.m., Thursday, November 12, 2009 in EPC 304C

Members in attendance: David Anderson (Chair), Peggy Beranek, Cindy Brown, Chris Carruth, Radu Cascaval, Jackie Crouch, Tabatha Farney, Jan Kemper, Kirk Moore, Jerry Phillips, Karen Sangermano, Morgan Shepherd, Sharon Stevens, Jerry Wilson

## OLD BUSINESS
### IT Updates
1. Jerry and Kirk reported that:
   - **iTunes U** is being set up for next semester.
   - The **wCMS** (Ingeniux) is ready to go; Joey Laconte is in training this week; it will be a couple of weeks before starting implementation due to the ongoing Blackboard integration.
   - The **Help Desk** system (Cherwell) is ready to go, but again implementation has been postponed a couple of weeks due to Blackboard.
   - IT has met with and will have demos from Dell and HP for the **Refresh** computers; should have a decision by Thanksgiving. A couple of points faculty and departments should know:
     - The "old" computers coming out of labs will still have a one-year warranty on them.
     - People planning to purchase new computers might want to consider doing so along with the refresh order since we are getting better pricing ordering in bulk.
   - **Windows 7** will be put on the new computers and on the old ones that will be distributed from the refresh.
     - **Important note:** People purchasing new computers should not get them without operating systems, expecting that IT can install Windows 7, since that is illegal.
2. Jerry and David reported that for **Blackboard**:
   - Administration training is complete.
   - Essentials training is complete.
   - Migration consulting is ongoing.
   - SIS integration is ongoing.
   - 24/7 support (Presidium) is expected to be in place by Dec 1.
   - All timelines are holding for a Dec 1 roll out.

## NEW BUSINESS
### Blackboard/Synchronous Communication
David initiated a discussion about synchronous communication tools to be used within or in conjunction with Blackboard, and started with the following two premises:

- We need a campus-wide synchronous communication system for which there is no additional charge to use with a Blackboard course, and
- Regardless of which system we might choose, the learning curve for these is very shallow and should not be a deterrent to switching to Blackboard as early as spring.

The consensus from the ensuing discussion was that we will continue looking into three systems—all of which do essentially the same things—and one way or another, have something in place shortly. Those three systems are:

- **Elluminate**. The $3,000 basic package is for ten moderators with up to 100 students each; additional moderators can be added for $300 each; can not be integrated into Bb. The next level, which can be integrated, is $16,500, but they're offering it to us for half price until Dec 1.
- **Adobe Connect**. $100 per moderator with up to 100 students.
- **WebEx**. We might (emphasis on the might) get a campus-wide license to WebEx as part of the Cisco/Qwest VoIP project, but this is still very tentative and without a firm timeline.

### Blackboard Training Materials

Blackboard has available both face-to-face and online training materials. The face-to-face Course Delivery and Content Management packages are $5,000 each, and the online training package for Course Delivery is $8,000 initially, and $2,500 for an annual subscription in which we would have access to updated materials each year. The consensus was that we have sufficient hard copy resources from which to create our face-to-face training sessions on campus, but that because many faculty would prefer online training, the online package would be very useful. The Council reached the **unanimous agreement** that we should purchase the online training package.

The meeting was adjourned at 10:00 a.m. The next ITAC meeting will be held at 9:00 on December 10, 2009 in EPC 304C.

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