

# Information Technology Advisory Council (ITAC)

## MEETING MINUTES

Meeting held at 9:00 a.m., Thursday, November 11, 2010 in EPC 304C

Members in attendance: David Anderson (Chair), Cindy Brown, Ed Chow, Jackie Crouch, Tabatha Farney, Justin Jory, Jan Kemper, Jerry Phillips, Venkat Reddy, Morgan Shepherd, Adam Shelton, Sharon Stevens, Jerry Wilson, Regina Winters

### IT UPDATES

Jerry W reported that:

1. The **telepresence** system is working well, without any technical difficulties. Two courses—one from Nursing and one from Engineering—are currently being conducted with students from La Mar and Otero interacting with the classes here at UCCS. Feedback from students has been very positive. Four courses will be offered in the spring, two each from Nursing and Engineering.
  - Cindy Brown suggested that this would be of great value in communications with the Daegu English Village. Jerry W will look into whether or not they already have telepresence capabilities.
2. The equipment for the **VoIP** system is in the process of delivery. Installation will occur in December, with full implementation scheduled to be complete before spring semester.
3. As a result of Clearwire's failure to build its high speed internet service through our portion of the spectrum in the **Educational Broadband Service**, we may be providing high speed wireless access to the campus network throughout Colorado Springs. Stay tuned.
4. Both faculty and staff task forces have been formed to look at questions regarding the use of the **faculty and staff email lists**, and to come up with recommendations by the end of this month.

### BLACKBOARD UPDATES

1. Jerry W announced that he will be hosting two **Blackboard forums** on 11/17 and 11/18 to solicit feedback and questions from faculty.
2. Venkat initiated discussion on several issues. Jerry W confirmed that **storage space** will not be a concern, but that of course it needs to be managed wisely. The council as a whole agreed that **faculty training** is the biggest issue, and that that needs to continue to evolve. The TLC offers regular training sessions, and will meet with groups or individuals. Many of the college admins are carrying out training within their own colleges.
3. Venkat related that **campus and college online task forces** are being created to ensure uniform standards and expectations as we move toward a more robust online program.

4. David reported that Blackboard's **Managed Hosting** has been very responsive in fixing bugs. Early on we had weekly conference calls, which as things settled down dropped to once every two weeks. We currently have so few issues (and most of these are behind the scenes) that we meet only once a month. Some bugs existing in our current version will be fixed when we upgrade to the latest service packs in January.
5. David also reported that many of the college admins have been submitting **enhancement requests** to Blackboard, with the hope of improving some of its features. Whether or not, and how quickly, any of these are incorporated remains to be seen.
6. David inquired about applying **templates** to the spring Blackboard courses. Jackie indicated that Nursing will not be using templates, since a great number of their courses have already been created, and will simply be copied into next semester's courses. Cindy noted that Education will use templates. David decided to apply templates only to Chemistry courses within LAS.
7. Considerable discussion ensued regarding the application, collection, and distribution of **fees and tuition** generated from online courses. This still need to be worked out by the online task forces and campus administration.

#### **NEW BUSINESS**

1. **Help Desk Equipment Checkout.** Jerry W had inquired earlier about how much of the equipment checkout at the IT Help Desk was for academic purposes, since it appears that in recent times a lot of it is being checked out for personal use. David solicited feedback from faculty and got over twenty responses indicating that both faculty and students use it for classroom and conference activities. Jerry W will investigate ways of perhaps monitoring or managing equipment checkout more effectively.
2. **Social Media Policy.** Jerry W reported that a committee has been formed to look into creating a policy on the academic use of social media.

The meeting adjourned at 10:20 a.m. The next ITAC meeting will be held at 9:00 on December 9, 2010 in EPC 304C.

Please report any corrections or omissions to David Anderson at [danderso@uccs.edu](mailto:danderso@uccs.edu).