

**GROSSMONT-CUYAMACA CCD
INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE (ITAC)**

September 19, 2013

1:00pm-2:00pm

Meeting Minutes

Videoconference between Cuyamaca I 107 and Grossmont Distance Ed Room

CC ITC:

- Reviewed tech committee charges
- Annual review of Tech Plan – how folks request technology
- Adobe site license implementation and training
- Online Teaching & Learning Committee
 - Remove Distance Ed from Tech Plan
 - Review Distance Ed Plan
- Engage SDSU Ed Tech Program for student orientation online video
- Accreditation
- California Virtual Campus Expansion grant – decided not to engage this
- Proctoring online courses

GC TTLC:

- There will be a meeting on Sept 23

Blackboard:

- Per calendar meetings, spring semester grade deadlines and start of summer semester do not allow for Blackboard upgrade time
- Create Blackboard trouble notification group consisting of: VPs of Instruction, VPs of Academic Affairs, all Deans of Instruction, Technology Deans, Help Desks, and Admin Assistants of VPs/Deans
- Install Date Management Building Block on the test server

Smart Thinking:

- Pilot is up and students started using it right away; not known how many yet.
- Each student is limited to 7 hours, total hours are limited.

System Updates:

- Accuplacer (assessment): Oct 11 timeframe, need more Math levels than we currently have and need to sort it out; also needs to change designing piece and are talking to Cynosure; trying to get done before priority registration
- DARs for Students – still working with vendor on fixing upgrade issues – hope to have upgrade in hands of Counselors Fall 2013
- Adobe license: CC/GC have a joint form to help managers & supervisors decide whether their computers can handle the software; will make it available in labs as needed – this is the main focus and will go through the regular college request process
- Library: next is Rev D, waiting on librarian feedback
- Siteimprove: GC needs help with correcting links and spellings - Katie will be able to help; there is a push for Accessibility; CC has fixed 2/3 of links

Phones:

- X7654 is designated as the main trouble number

Teleconference Room:

- Have new gear, will be installing over the next 2 months
- Talk to CC about changing teleconference rooms from I107 to C145 or E106