GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE (ITAC)
MEETING NOTES
FEBRUARY 19, 2015 – 10:50 a.m. to 11:30 a.m.
VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM

ATTENDEES – Brian Nath, Chris Rodgers, Dave Dillon, David Raney, Debbi Smith, Janet Gelb, Katrina VanderWoude, Kerry Kilber Rebman, Rhonda Bauerlein, Sue Gonda & Taylor Ruhl

New and Relevant Issues to Be Discussed

1. Cuyamaca ITC Report - new format ? – Send a reminder email a week or 2 before next month's ITAC to send report.

2. Grossmont TTLC Report – new format ? – Send a reminder email a week or 2 before next month's ITAC to send report.

3. Blackboard

   Changes

   a. Status of Whiteboard: Whiteboard is recommended to open in a new window. Deb is working with the company to get this working. The company has updated their code so it doesn't need the third party (Oscelot) Basic LTI Building Block. They can get Whiteboard to open in a new window in several Blackboard versions (7, 11, 12, and 14), but it gets Java errors on our system. They are talking to their engineering team to determine if they have anybody else on SP13 and if they can come up some internal solution to the java script issue. – Debbi Smith was not sure if it can be put on a test server and said she has to check.

   b. Support calls

   No Changes

   a. Archiving & Deletion of Old Containers – GC agreed to retain 7 semesters as approved by CC. GC will take this item to IAC, TTLC, and Distance Learning Committees. Instructors are also able to archive their own containers. There is a question of compatibility when restoring older archived containers to newer versions of Blackboard. Waiting on messaging to instructors needs to be done by End of May. – Janet Gelb & Kerry Kilber Rebman will work on a draft.

   Rhonda Bauerlein requested that CP11 & CP12 be discussed at next month's ITAC meeting.

4. SIRSI – Library system – working on MobileCirc to assist with inventory – The next step is to configure and train staff. The concern is do we have enough wireless coverage. Brian Nath agreed to have one of the IS staff discuss this with the librarians – Angela Nesta at Cuyamaca & Nadra Farina-Hess at Grossmont.

5. Instructor Evals for all sections – In class, Distance Ed – A discussion needs to be had about how to do this, and how to do it more efficiently. There might have to be a new system purchased to support it.

6. Wireless Project – HP Engineer onsite Feb 23 – The HP Engineer will meet with the IS/ICS group. This is still in the beginning stages, and will be tasked to the new Technical Director.

7. Protecting Add Codes – Brian Nath reported that there needs to be an awareness of the ability to take pictures of things. Research is still going on to find out how the incident with the stolen AddCodes happened.

8. Roll out office 2013 in Spring 2015 – A discussion about the draft occurred. Changes were suggested. It will be sent out this month to let people know it's coming. Brian Nath will reach out to John Stephens to get his summary of how to install. It was noted to look at Dave Raney's email with information regarding Office 2013.

   a. Training?, Communication plan?, send out and let users decide when to install

      b.   Draft Email Kerry - attached

9. Enforcing stronger passwords – A discussion occurred about when to have people change their passwords. Sue Gonda suggested picking a day they have to change their password. Brian Nath will draft something and share it with the ITAC group.

10. DARS (Degree Audit Reporting Sytems) – Fall 2014

    a. Working on Performance, and secure authentication

    b. Disclaimer, Catalog Rights, link to WebAdvisor, demo

11. Website Project

    a. Publishing Issues – Brian Nath suggested that a call with Hannon Hill happen to discuss how it's working.

    b. Forms – Brian Nath said they have to look at other products, Videos – We need to evaluate the feasibility of the state video solution vs. other hosted solutions, Intranet

Information Items – Discussed as Requested

Ongoing Projects with Change in Status

1. Blackboard

    a. Dates for making containers unavailable: 2015SP – Jun 18, 2015; 2015SU – Aug 14, 2015

    b. CP11 & CP12 are available – waiting for Summer

2. Workday Deployment – New HR, Payroll, Finance system

3. Colleague - Online Transcript Requests – Live this month

4. Data Warehouse/DSS – Enrollment Management, additional resource, working with Research

Ongoing Projects

1. Windows 7/ Windows XP – 90% complete (both colleges) and the number is increasing each day.

2. Email in the Cloud – Office 365 – recently signed new MS Agreement

    a. Faculty/Staff – assessing costs and configuring infrastructure

    b. Sharepoint – forms processing

Meetings for 2015

1. Consensus to schedule ATAC and ITAC as contiguous meetings; third Thursday of each month; ATAC starting at 10:00 and ITAC beginning at 10:50

2. Spring dates will be 3/19, 4/16 & 5/21