

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE (ITAC)**

**MEETING NOTES**

**NOVEMBER 19, 2015 – 10:50 a.m. to 11:30 a.m.**

**VIDEO CONFERENCE - CUYAMACA I-107 & GROSSMONT DISTANCE ED ROOM**

**ATTENDEES – Brian Josephson, Brian Nath, Chris Rodgers, Cindy Morrin, Dave Dillon, David Raney, Janet Gelb, Katrina VanderWoude, Kerry Kilber Rebman, Pat Newman, Rhonda Bauerlein, Sang Bai, Tate Hurvitz, Taylor Ruhl & Tim Flood**

**New and Relevant Issues to Be Discussed**

1. Cuyamaca ITC Report - Kerry Kilber Rebman reported that David Raney will be retired, and the committee will need a new co-chair.
2. Grossmont TTLC Report – Janet Gelb reported the Distance Ed website will be going live at the end of the semester.
3. Blackboard
  - a. Blackboard completed re-archiving courses and we have received the drive. IS is deleting old semester containers from Blackboard. Semesters being archived are Spring 2008 through Spring 2013. Development containers are not being archived.
  - b. Cindy Morrin would like us to install Collegenote Human eSources Building Block. 'It is a new interactive textbook we are using but the vendor is now designing it to plug into Blackboard. This will be very helpful for us in the future and for the students - to have one log in and to have it interact with the grading.' The vendor has sent the upload file and settings for both test and production installations. It has been installed on the test server for review. Cindy brought this request to ITC.
  - c. Pat Newman would like her SNAP 2013 Blackboard course to be able to sync grades. This requires Web Services features to be enabled which we have not needed to do with other vendors. The Web Services feature itself allows external entities to add/update items within Blackboard.
  - d. Whiteboard – Rhonda Bauerlein, Veronica Nieves, and Debbi Smith have been working with the vendor again as tutors and instructors are not getting the permissions to open a Whiteboard session. There is an issue with the user's role being passed to Whiteboard correctly and the vendor is working on it.
  - e. Website for their roadmap webinar is [bbbb.blackboard.com/TeachingLearningRoadmap](http://bbbb.blackboard.com/TeachingLearningRoadmap)
  - f. Blackboard has a Technical Preview environment available for a limited number of people to review the new Ultra product, at least what has been completed so far. Send an email request to Debbi Smith if you wish to view it.
  - g. Dates for making containers unavailable: 2015FA – Jan 4, 2016; 2016SP – Jun 16, 2016
4. Email Migration – Office 365 – Brian Nath reported that the staff and faculty email have been upgraded. There will be a meeting with Microsoft about onboarding 365. Issues were reported in ATAC that they are all having issues with shared calendars and public folders and an issue when trying to log into Outlook from a web browser, it prompts you to install 365. Brian Nath will be looking into all these issues.
5. MS Office 2013 – 8Gig of memory and another email – Cuyamaca counseling has been resolved. Grossmont just received memory.
6. Course Descriptions on WebAdvisor – There is a desire to have course descriptions listed in WebAdvisor. Various options on how to accomplish this were discussed.
7. Website Project – Working with Vendor on remaining enhancements.
8. Committee Charge and membership – Needs to be reviewed.
9. Other

- MicroGrade – Brian Nath reported this vendor is no longer in service, but this is still needed. Blackboard has a grading alternative. A discussion about what to do was had.
- Janet Gelb reported that Canvas will be doing a demo for faculty Monday, November 23<sup>rd</sup>; Grossmont at 11:00 a.m. at Griffin Gate, Cuyamaca at 1:30 p.m. in room E-255.
- Katrina VanderWoude reported that the state chancellor's office is moving away from Curricunet. The state will be having something else built. Katrina volunteered the District to be looked at for a difficult time with Curricunet.
- Technology Counsel – It was reported in ATAC of a new counsel that has been discussed at the Chancellor's Cabinet. This counsel would oversee and coordinate all of technological issues and meet quarterly. The charge and composition needs to be put together. Once that is, the ATAC and ITAC charges will be updated and all will be reviewed at ATAC in December.

### **Information Items – Discussed as Requested**

#### **Ongoing Projects with Change in Status**

1. Workday Deployment – New HR, Payroll, Finance system
2. Data Warehouse/DSS – EMA - Enrollment Management Analysis report being tested, next steps

#### **Ongoing Projects**

1. Windows XP – Laptops – inventory
2. Wireless/Network Infrastructure Project
  - a. Need to Purchase new routers and core switches
  - b. HP Purchased Aruba Networks – Future Wireless will be using Aruba product line
3. DARS (Degree Audit Reporting Systems) – Fall/Spring 2015-2016
  - a. Working with vendor on setting up student authentication in test environment
  - b. Disclaimer, Catalog Rights, link to WebAdvisor, demo

#### **Meetings for 2015**

1. Fall dates will be 12/17