

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

**MEETING NOTES**

SEPTEMBER 21, 2017 – 10:50 a.m. to 11:30 a.m.

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

**ATTENDEES – Brian Nath, Debbi Smith, Fabienne Chauderlot, Kerry Kilber Rebman & Rhonda Bauerlein**

**New and Relevant Issues to Be Discussed**

1. Cuyamaca ITC Report - They are combining ITC and TPC into CTC (College Tech Committee). They are reviewing the processes to request technology, the display name in Canvas, and a wireless request form.
2. Grossmont TTLC Report – They have not met and have no report.
3. Changing ITAC meeting day/time from Thur to Friday - Meeting time changed to TH 1-2pm, need to check if rooms are available and reserve them.
4. Chair of committee – review – Brian Nath suggested that Fabienne Chauderlot or Kerry Kilber Rebman might want to chair ITAC.
5. Technology planning
  - a. New / Remodeled buildings – Process defined
  - b. Grants – needs to be scheduled
  - c. Pilot process - Cuyamaca
6. Workday
7. HelpDesk – ICS and IS pilot - Fabienne Chauderlot said her ICS group is reporting that some changes are needed in the Help Desk software; Brian Nath will refer it to Jerry Williamson.
8. Ordering computers, Windows 10, new hardware Staff/Faculty – Brian Nath noted that we are shifting to users not being admins on Windows 10 computers.
9. Blackboard/Canvas - We can run reports to know which courses are DINT or Hybrid and which Canvas courses are published. Kerry Kilber Rebman will contact Fabienne Chauderlot on how to run these reports. On Oct 1, Spring 2018 Blackboard courses have messages for instructors to refer them to Canvas info and as of November instructors will not be able to make Blackboard courses available to students. Instructors will still have access to download materials and grades from previous semesters.
  - a. Blackboard
    - i. No longer supported after 2017, but system will remain available until end of Spring 2018 semester so instructors can save off previous grades and materials.
  - b. Canvas – semester is in progress for pilot instructors.
    - i. Open to all instructors starting Fall 2017 and will be the only supported LMS starting Jan 2, 2018.
10. Network infrastructure and Wifi update

**Information Items – Discussed as Requested**

1. DARS (Degree Audit Reporting Systems)