

Technology Council Meeting Minutes
December 12, 2007

Attendance:

Name	Unit Represented	Department	Date: 12/12/2007
Voting Members			
Tim Trainor	Faculty	CIS	P
Becky Evans	Faculty(teaching online)	English	P
Maria Andersen	Faculty	Math	P
Jeff Stipes	Faculty	Technology	A
Sue Meeuwenberg	Distance Education	Business	P
Carol Briggs-Erickson (Vice Chair)	Librarian	Library	P
Phyllis Robey	Clerical		P
	Custodial	Maintenance	
Joe Doyle	Administrative	Administrative SVCS	P
Rosemary Zink	Administrative	Financial SVCS	A
Kelley Conrad	Student SVCS	Counseling	P
Jean Roberts	Student SVCS	Registration	A
Mindy Stevens	Student	Student	P
Jason Miller	Student	Student	P
Scott Oneal (Chair)	Technical Director	Information Technology	P
Non-Voting Members			
Kamlesh Sanghvi	CIO or designee	Information Technology	A
Julie Weller	Web Committee Chair	Public Information	P
Patricia Werly		Information Technology	A
Mary Ann Williams	Recorder	Information Technology	P

I. Welcome and introduction of guests

The regular monthly meeting for the technology council met on Wednesday, December 12, 2007 in room L167/169 at 1:32 pm with Scott O'Neal as chair. There were no guests present.

II. Agenda Approval

Discussion of adding Mike Alstrom to council as well as Jason Miller. Discussion of Mary Williams' position as recorder.

III. Minutes approval

The minutes were approved with one change under section 7, the date of priority registration is November 12th not the first. With no other additions or revisions, minutes are approved. One correction was mailed before as clickers are not \$15.00.

There was some discussion concerning issues students are facing as they begin registering with password resets and prerequisites. Sue entered motion to have minutes approved and Carol Briggs seconded.

IV. Council Membership updates

Scott entered the following changes to membership and asked for council votes. Richard Doctor was suppose to be at this meeting. Everyone is okay to add the Coordinator of Assessment position as a non-voting member. No d
One addition: Jason Miller as student. No discussion. Tim motioned and Maria seconded

Add Mike as non-voting since his recent promotion to Tech Director. No discussion. Tim motioned and Joe seconded

Mary is leaving IT and Mindy Stevens will be taking over HelpDesk, therefore picking up recorder. At next meeting we will have opening for one more student

V. Old Business

1. Student Clickers

Tim stated that the most recent meeting went well. They have now changed 180 degrees since 1st meeting. There is a need to recommend something that can meet the widest range. The most recent clicker studied has more dynamics and is a more self paced testing option available than the I-Clicker. The CPS system does integrate with BB and allows self-paced testing. Price is about \$8.00 more than the I-Clicker.

Becky brought another thought into this by asking what happens if one does not want to go with this system?

Tim noted that these things may be another level of beauracy and it would be best to let market forces dictate some of these decisions. We do this by presenting information to students and let them know what technology is being used. This information should be put in schedule, webadvisor. Not only for the clickers but across the board so if there are extra expenses, students will know. If student is taking two or three classes and they are using the clicker in one class, instructor should explain to student as to why they want to use a different kind of clicker. This could be a deciding factor for student not to take a particular class.

Jean: What if the student is at his last class and has already purchased the clicker and the instructor for this particular class wants to use another type of clicker?

Tim said it would be the same scenario as when the student takes a class and the book has changed from previous year; you have to buy the new book. You may never avoid those situations but we can hope to minimize them. Carol asked if there is a way to change data so that students can share clickers. Can they be sold back to bookstore? They are registered every semester.

Joe said the one main concern is registration effect. If student is all set to come to MCC and finds out there is a need to dish out another \$15-30 for a clicker, student may decide not to take class and go across street. Tim asked what is alternative. Joe said just allow one type of clicker. Sue asked; "Do we anticipate how many instructors will be actually using clickers?" Becky said she desperately want to use it but could not ask her students to pay another \$37.00 for a clicker on top of a book. Maria suggested was to buy a class set. It could be a check-out system for it, use for a semester and see if you like. Joe

suggested we buy a certain number of clickers and just have students use them. Tim said because when students use them the first day, they are then registered to that particular student. So each time there is a response, it shows it's coming from that registered student and not just some student in the class. Maria asked if there was a way to buy the clickers and number them from 1-30 then just check them out to a class.

Mike asked if there is a fee from BB to have integration with this particular clicker?

Tim said no.

Recommendation: Committee recommends the CPS clicker system for the college and the CTL (Center for Teaching and Learning) purchases a set.

Note: Should we start asking people to identify the technology beyond the USB drive so we will know whether it's for a clicker or Digital Editor class? We should be telling people those things are required.

Maria: We should have instructors write brief description of their classes on faculty web pages and say that clickers are required. Becoming more clickable may be a topic for faculty seminar days.

Joe: By fall, there should be an extra click available so students can buy their books now and it will list their books needed and supplies. Students can make one payment.

VI. New Business

Tim and Scott have discussed the labs for 2008. Which lab will have the Vista and which ones will not? The list: 162, L361, 363, OSE, and library 261. Tim said they would hold a department meeting and invite Scott to join them. Scott said these labs are being brought up so we can make sure there are not other classes being held in there that does not require Vista and that we have enough computers available. This could cause problems for others who are using the labs.

Carol asked if there was a version of Vista that works with Netop. Mike said there are a number of software's in those labs and each one of them will have to be checked and make sure they work with Vista. John will be the one to ask about this. There is a good 16 or 17 that are in there. Tim said good point; we will have to test them. SERV PK1 Is coming out in January. We will still have to have some labs that have XP. The master plan does not dictate the rooms just the software. By next July we should be okay. Mike's concern is that OSE would come up with him and say they cannot get their typing software working.

More discussion ensued. Tim said the CIS department/Business department need to make sure they are teaching the technology that is current. Question: What about the needs our partners in the Higher Ed Center?

Scott said that he has met with Bob and Teresa and to keep things going, there will be 50% of the computers in Information Commons that will have Vista. Other discussion and concerns mentioned were if students are using computer with Vista on it and not needing Vista in the Commons. How do we keep the Vista

computers free? Mindy mentioned what do you do if a student is already on the computer and there are no other computers available. Will the student workers have a problem with telling the student to move to another computer? Carol noted that this is a continual problem but they in the library always try to accommodate the students.

Scott noted that it becomes a manpower issue. When we have 2 different operating systems in different labs. We have one person that is making the images for the labs and this doubles his work. Just want to make everyone cognizance of the work involved.

2. Blackboard-Sue

Each semester instructors have to use a BB course request form online. This is normally done with 24 hours. Mike will be doing this now. The instructor has to make known whether it is a new class or one to be copied over. When the course is created and by default the class is available to students. Can we change this default so when Mike copies or creates class it is unavailable and when instructor is ready for students to see, can instructor then make available? Scott said yes. The next step is to make all instructors aware of this. Everyone agreed that this should be done.

Mike said we need to have a solid communication plan so students are not calling CHD (Central HelpDesk) saying where is my class because this could trigger a lot of calls.

Mike asked that instructors put a note in special instructions to make class unavailable. Mike said there are 4082 students right now.

Scott has a quote from BB to have the classes automatically made unavailable but it is a 5 digit quote which is currently on hold pending outcome of online learning committee decision. Tim wants to know how can we get this 5 digit quote on the wish look.

Sub-Committee and Informational Reports

Scott met with Rosemary and the FIT committee is being dis-banned as it is no longer needed because everything to be on line is on line. It will merge into a DUG committee. Tim asked if this committee will be making recommendations. All details not ironed out yet.

Kelly said even though there is no implementation there is still a lot to be done.

CIO Overview

Primary focus is getting new computers for the labs.

Announcements

Open discussion

Question: Jason: Not sure this is right committee but is there any discussion to put security cameras in the parking lot.

Scott: not right committee but have not heard anything.

Question: Maria wanted to know what happened with stuff on Math Department drive? Scott said to check with all in dept who have access. Due to time, Scott asked that other discussion on this continue off meeting time.

No other discussion, meeting adjourned at 2:25 pm.