

**Technology Council Meeting Minutes
January 9, 2008**

Attendance:

Name	Unit Represented	Department	Date: 1/9/2008
Voting Members			
Tim Trainor	Faculty	CIS	A
Becky Evans	Faculty(teaching online)	English	P
Maria Andersen	Faculty	Math	A
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
Jason Miller	Student	Student	P
Scott Oneal (Chair)	CIO or designee	Information Technology	P
Non-Voting Members			
Julie Weller	Web Committee Chair	Public Information	P
Patricia Werly		Information Technology	P
Mindy Stevens	Recorder	Information Technology	P

I. Welcome and introduction of guests

The regular monthly meeting for the technology council met on Wednesday, January 9, 2008 in room 263 at 1:40 pm with Scott O’Neal as chair. There were no guests present.

II. Agenda Approval

Additions to follow on having additional equipment on Web Advisor

III. Minutes approval

Date of minutes changed from November 14 to December 12. With no other additions or revisions, minutes are approved.

IV. Council Membership updates

No changes to Council Membership. Scott announces open position still available for one student worker and one for maintenance

V. Old Business

1. Classroom Clickers

this by presenting information to students and let them know what technology is being used. This information should be put in schedule, webadvisor. This is not only for the clickers, but across the board so if there are extra expenses, students will know. This is possible by adding it to the section for classroom supplies. Mike states under the search for sections information can be added. Becky asked if there is a section In Webadvisor for forms. Sue stated there is a section at the bottom of Webadvisor for supplies.

VI. New Business

Sue presented to the Council about security in Blackboard. She suggested a code to prevent students from cheating. The code prevents students from copying and pasting or printing the test or quiz. Sue asked Jason what he thinks about blocking printing and Jason stated that if a student is determined enough they will find a way to print it but it will definitely stop the students that are not as determined. Phyllis stated if the student is smart enough they will be able to get around the code. Sue stated that one of the codes available is from NIU (Northern Illinois University) and is concerned about lawfully using it. Sue demonstrated how when trying to print the test, the program closes her out and she is unable to print. Sue also stated that in her test a student is not able to restart the test nor go back to any questions. There is also the choice of randomizing questions so different students will receive the same test just in different order making it harder to cheat. Sue asked Jason if he thinks this will deter students and Jason states that it will take away the quick options. A question was raised as to what happens when an instructor wants to allow students to use their tests for notes. Sue stated then that randomizing may be the best option so students can print. There is also the issue as to the legality of using the code from NIU. Scott announced that the code is OK because it is approved by Blackboard.

Scott announces the addition of Jerry Voltura and asked if there are any comments or questions about him at this time? Sue stated that she was impressed by him and that he was very knowledgeable about BlackBoard.

Regarding Operating Systems, 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. SubCommittee

Rosemary spoke that the FIT committee is now disbanded however they are still organizing the Dug group which will have a representative joining the Technology Council meeting next month. Each module left from subcommittee still has a lot to do. Scott asked if there were any questions and it was stated that there weren't.

3. Datatel

Sue raised the question as to who does what. Students complain that their name is spelled incorrectly and she wanted to know how this happens? Rosemary stated that it is quite often the students who when filing out their forms for admissions they spell their names incorrectly. Students fill out printed forms or online forms, and spell their names incorrectly. Mindy stated that a name change request form must be filled out in order to correct the name. Once form is completed whether online, or in records, the form is then delivered to Information Technology Office. Mindy also stated that the student needs to be called to verify that they understand the loss of information under old name spelling and new account creation. Once that is complete a new account is created. Rosemary stated that this system is still being worked out and a process is being established.

Sue Meeuwenberg raises question for Office Systems Education and whether or not they should go to Vista?

CIO Overview

Colleague system problems that have been occurring there has been an increase in usage now that it is completely in place and TIP is no longer being used. There is a strain on the system from more usage. Patricia Werly and Joan Jolman along with the rest of the OIT team are working hard on tweaking the system. We are also collaborating with Delta College about weekly and monthly maintenance. It is possible to perform patches and upgrades in the late hours or on weekends to help ensure smooth operation.

Announcements

Open discussion

Labs for CIS classes with Vista many programs are not compatible. Also a suggestion for use of rooms L261 and L263 to be options for labs. Phyllis talked about VPN and there needs to be instructions on how to remote desktop once program is loaded. Mike stated that a separate form can be made to help aid in using the VPN but this is to be separate.

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