

Modesto Junior College
ITC Meeting Minutes
January 28, 2008
Approved Minutes

Present: Mel Ainsworth, Nancy Backlund, Tobin Clarke, James Clarke, Alex Cordova, Ellen Dambrosio, Yoseph Demissie, Will Lotko, Felicia Osnaya, Dale Phillips, John Zamora

Absent: Nancee Carrillo, John Chappell, Joshua Hash, Ernie Medrano, Lawrence Scheg, Barbara Wells

Guests: Jennifer La Core

1. Review of Minutes

Changes:

Section 2g,

There is ~~a~~ *mother* *another* server which also saves the clicker system's information.

Action Item:

- There was consensus to approve the changes to the minutes of November 19, 2007 as outlined above.

Review of Agenda

No additions made to agenda. It was noted that all agenda items may not be addressed.

Introduction

Present ITC members introduced themselves to guest, Jennifer La Core. Kim Schrader will hand over responsibility to take minutes to Jennifer.

2. Ongoing Reports

a. Computer Replacement Plan – Felicia

The goal is to extend our lease to a four year lease. The next group of replacements will be labs and Smart Classrooms.

Action Item:

- Provide Felicia with specifications for computer options for the new Dell Lease purchase.

WHO: All present

WHAT: Specifications for new computers to be purchased can be sent to Felicia

WHEN: By late February

b. YCCD I.T. Issues and Updates – Yoseph

i. WebCT/Blackboard

IT is working on a couple of problems with Blackboard.

Our license is up for renewal and we are considering outsourcing. This would allow for quick problem fixes, 24/7 service, and automatic updates. It would free up 80% of Edward Berner's schedule. We are almost at our 8,000 student limit and may need to go up a level on our license in terms of student capacity.

ii. Streaming Server

Brian is working on building a front-end for allowing faculty users to upload video files to the streaming server. He is also mapping existing MJC Video Server files to the new Helix server and will

be done soon. There is 1.06 TB of available space accessible on and off campus. Policies need to be set on copyrighted material and some files will need to be password protected due to licensing issues.

iii. R-18

No update

iv. Student e-mail

There is a link on PiratesNet with instructions on e-mail setup. There are 55,000 accounts set up with about 200 already activated by students. All students that have taken a class within a year are setup with an account. It is the plan to eventually use student e-mail as their main contact so we can have DNLs set up for updates. It is not clear how to access the e-mail once it's set up. Training for lab aides is necessary.

v. Cenic

We have applied to Cenic to upgrade our Internet connectivity because of bandwidth issues. Josh Hash is working with Cenic to get a 1GB upgrade. The upgrade is the equivalent of a fiber connection vs. our current DS3 connection. The expectation is that the upgrade will take place within the next few months.

3. Follow-up on Previous items

a. Student Response Systems – Suzi Corman/Mel Ainsworth

We should consider making obsolete the old USB 1.1 Student Response systems that use more power and that require the use of powered USB hubs. The clicker system we would like to adopt costs \$395 for the system and has an additional per clicker cost. We are working with the CPS system staff to obtain a free CPS system with clickers so that faculty may check out for use in their classrooms.

b. Web Site Re-design – Tobin Clarke

The IRC has an upcoming videoconference with Interact in order for them to show us the new web design graphics. Tobin has e-mailed those who maintain pages asking them to update their site(s) before we roll over to the new design. We will have templates for adding new pages. Training will be needed.

c. CurricUNET update – Tobin Clarke

The curriculum committee is launching in March. Processes are being laid out with an implementation timeline. Soft launch date is in March.

d. Distance Education Plan – Jim Clarke and Tobin Clarke

Pat James, who is doing Colombia's Distance Education Plan, was too busy to help with MJC's plan. She gave us an outline and a promising Strategic Plan has been reviewed from another college.

e. Restriction of Web Sites in Labs

Currently, web sites are blocked on a lab by lab basis – by request only. No procedure is set for implementing restrictions. The lab lead would need to request this and use the proper procedure if we decide to formalize the process. This would have to go to Gina and District before anything is decided. Campus-wide restrictions are not in place.

4. New Items

Time ran out and the new items will be moved up to next meeting's agenda.

a. Presidium Proposal

b. Blogging at MJC

c. Problem Notification policy & procedure

d. Site License purchase of Adobe products

FUTURE AGENDA ITEMS

1. Standard security policy for labs – Mel
2. New items not discussed at this meeting to be addressed at beginning of next meeting.

ADJOURNMENT