

Modesto Junior College
ITC Meeting Minutes
March 24, 2008
Approved Minutes

Present: Lawrence Scheg, Ellen Dambrosio, Tobin Clarke, Nancee Carrillo, John Chappell, Dale Phillips, James Clarke, Felicia Osnaya, Mel Ainsworth,

Absent: Joshua Hash, Ernie Medrano, Barbara Wells, Alex Cordova, Yoseph Demissie, John Zamora, Nancy Backlund, Will Lotko

Recorder: Jennifer Ahlswede

1. Review of Minutes

Mel motioned to approve, Ellen seconded the motion.

Changes

After the meeting, Nancee Carrillo asked to change item 3a, "she can look into adding it to the grant."

2. YCCD – Yoseph not in attendance

Tobin gave an update on the issue of who to contact when server is down. Currently, Yoseph is notified immediately when Blackboard is down and no action on our part should be necessary.

3. Online course management system

a. Support proposals (Presidium; Parature) – Tobin

The Presidium proposal for 24/7 Blackboard support was \$30,000. We currently cover eight hours a day, five days a week, except during enrollment, when the support hours are extended. We asked for a reduction because we currently support the server most of the time. They only dropped the proposal a few thousand dollars, so we dropped idea for full time support.

b. License update – Tobin

The chancellor is still considering contracting out Blackboard for hosting, which would mean 24/7 support from Blackboard instead of using ICCD. Cost on this is about \$60,000 for license and hosting. Gina likes the idea because it enables her to re-deploy Edward. She is working with the chancellor to get this resolved. There is a meeting this Thursday with the chancellor regarding distance education and this item may come up. The license will expire after another year, which is about \$35k a year. If we contract the license and hosting, we wouldn't need to buy hardware, maintain the system, etc., and we would have premium level support.

4. Technology swing space – Tobin

Felicia and Tobin have been working with district on the swing space for Technology Services. The Champion buildings will be torn down in May, given Technology has moved out already. There has been an extensive search for location possibilities. We've been negotiating and informing district as to our needs. The main space will be on Stoddard, with a shared warehouse space on 9th Street. The separation of the warehouse portion and work space will produce a better working environment for Technology Services. As soon as all the work is done on 9th Street, they can move in ASAP. Heat, air, power, lighting, racks, air compressor, etc., must be completed before move.

5. Web Site Redesign Project: Update – Tobin

We selected our new Web Site design last week. Tobin scheduled a conference call meeting with two of the designers to discuss some items to change. Students liked the design that was chosen and 63% chose website number two. We're hoping to launch in July. It will be operational for Fall 2008. The 700 pages to be switched over have yet to be determined. Right now there is no text to the site, it's only graphics. Testing it at this point is not really necessary. The company has assured us that all pages will be accessible. Nancee is curious to see how it works with certain applications. She would like to test it before it is launched. Interact has done Butte College and is working on Diablo Valley, which could be done already. Visit Interact's website at www.interactcom.com.

The job description for a front end web-designer is complete. The president has agreed that the position will be filled and would like it filled by July 1, 2008. We are waiting for a couple more approvals before the job request paperwork is written and submitted to announce the job opening.

6. Replacement of FrontPage – Revisited – Jim

There are continuing discussions on ending the use of FrontPage which won't occur until April 2009. We are looking into doing surveying to find out who's using it for forms or for writing/accessing databases. We know there are not too many, but if there are, we need to figure out who they are and have them move away from using FrontPage. The FrontPage extensions will eventually be shut off. There are so many tools out there we can be using. Photoshop has a plug-in to be able to convert a Photoshop page into an active website ... black magic tool. This tool is \$250-300. However, Microsoft Web Expressions is the tool we're looking into using. It is not as easy to use as FrontPage. If we can get a site license for Adobe products, we might consider using an Adobe tool such as Dreamweaver for web page creation.

7. Site License Purchase of Adobe Products – Will

Will was not present to give report

8. Guidelines and Standards for MJC Labs: Follow up – Felicia

Nothing to report

9. Green issues in Technology (New Item) – Jim

PC magazine had article on what we can be doing to save energy/electricity. We should begin to look at this. We should inventory the things we are already doing to comply with energy conservation to show that we are actually doing things to go "green." We need to highlight the things we're doing and disseminate to the campus so they are aware that we are doing things to help with conservation. Components such as VMware, Ncomputing, LCD vs. CRT, etc., have been great conservation tools. Ncomputing is great example, which uses one CPU to host up to 10 machines. We are looking into using this with Positive Attendance.

Tobin is asking for a proposal to do this with our Positive Attendance machines. We could look for grant money because it is related to energy conservation. Look for "green agencies" that might give us money for this.

OTHER ITEMS

Next meeting – is tentatively scheduled for April 21, from 3-4pm. It is the first day of finals.

ADJOURNMENT – 3:47pm.