



**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER**

**ADMINISTRATIVE TECHNOLOGY ADVISORY COMMITTEE**

**APRIL 4, 2009**

**8:30 – 10:00 AM > MPR**

**MEETING NOTES**

Attendance: John al-Amin, Eleanor Brown, Ray DiGuilio, Dave Fuhrmann, Clare Geisen, Bill Pearce, Ramiro Sanchez, Brenda Shubert

1. Review of Minutes of 03/05/09
2. Distance Learning Task Force Status Report – Dave Fuhrmann  
The Task Force reviewed six different software options, three open source products and three commercial products. Each vendor was invited to demonstrate their products to the Task Force members. The demos were fairly well attended, at least half of the Task Force attended. Etudes and RSmart were not well received by the group. It was felt that there would be loss of features with Etudes and that RSmart was not easy to use. Moodlerooms was felt to be a good option however there might be a need for more staff. Desire to Learn was felt to be a clean system however the add-ons would be expensive. The Blackboard demo was felt to be the worst demo with loss of features in version 9. There were statements that these features would be in some later version. Blackboard was also the most expensive option. Angel Learning was felt to be the clear leader, being steps above where we are now, feature-wise. The Task Force decided to ask Moodlerooms and Angel Learning to come on-site for a two day demonstration; one day a hands-on 'training' demonstration and one day to travel to all three campuses to show the software to interested faculty/staff. The vendors will also be asked to discuss their import tools and the conversion process. Distance Learning faculty/staff will be invited to attend and offer their feedback. Moodlerooms is scheduled for April 23-24; Angel Learning is scheduled for April 30-May1. The goal of the task force is to have a recommendation ready for ATAC by July 1.
3. Room/Class Scheduling Project – Dave Fuhrmann  
Three products were reviewed. Ad-Astra was the most expensive and not felt to meet our needs. College Net and EMS were both felt to be viable; EMS was preferred. We will need to compare EMS and College Net feature-wise and check references.

The schedule for summer is complete. Spring 2010 is the next schedule that will need to be setup. If this goes to the June Board we could be operational by July. There will be a recommendation for ATAC at the next meeting.

4. Review Administrative Procedures (IT Policies) – Dave Fuhrmann  
The revised administrative procedure 'Local Administrative Permissions to Computer Resources' was reviewed and discussed. The signature form had been modified. John suggested that we change the order of the signatures to have the campus Vice President of Business Services sign off after the local IT manager.

Cabinet is reviewing AP3720. An electronic copy will be sent to ATAC for feedback. It will go to the Rules Committee and then be sent to Board as an informational item. Only new employees will be required to sign it. When students log in, it will be in a pop up for them to read and accept.

5. Other Business

Ray suggested that we need to have some training for faculty/staff on the new ways that we are handling IT related business. A half day workshop would give faculty/staff an opportunity to see the larger picture. Dave will work with HR to have this information included in new faculty/staff orientation.

Brenda reported that SharePoint has been successful at Moorpark College and inquired if it could be implemented District wide. Dave reported that this is already in progress and should be completed at all four sites soon, accessible through the portal.

6. Next Meeting will be May 7.