



VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE

APRIL 25, 2014

11:30 AM

**MEETING NOTES**

Attendees: Art Sanford, Ashley Chelonis, Bola King-Rushing, Dave Fuhrmann, Lucy Hg, Marc Boman, Marc Prado, Martin Chetlen, Mary Rees, Nathan Bowen, Peter Sezzi, Rebecca Chandler, Victory Kitamura

1. Review Meeting Notes of 03-28-2014  
The notes were approved.
2. New Website Update (Victory and Marc)  
The project is a little behind schedule. Once the consultants have completed their work, there will be a test site available for review. Current OmniUpdate users are being contacted to determine their usage. The import process has been developed and is ready for migration of the data to the new platform. June 30 is the deadline for implementation; the contract with OmniUpdate ends on that date.
3. Desire2Learn Updates
  - a. "Lite" Shell Customizations and Timing  
Marc is compiling the recommendations and requirements from the campuses and will begin building the shells. D2L has supplied the integration pieces and that part is working. The different course types in Banner are also working. Marc expects that the lite shells will be available in the test area for review next week.
  - b. Analytic Tools  
The demo for ITAC is deferred until the fall. Dave will distribute information as it becomes available.
  - c. Lync in D2L  
The Lync integration is working with the exception of one critical element. The Dial-In phone number/Conference ID is not being included, which would require the instructor to send that information separately. A problem ticket has been opened with D2L. The deployment of phones for the Lync project at the campuses is independent from the D2L Lync integration; phones are not required for D2L use. Dave gave an update on the phone deployment which is almost complete, with training sessions in progress. Recording is available when using Lync, however D2L does not have the button to record. Marc encouraged feedback in order to assist with refining and improving the use of Lync with D2L.

4. VCCCD Strategic Technology Plan

Dave suggested changing the year that the plan begins to more accurately reflect when the plan will actually finish the vetting process. The group discussed and agreed. The final draft should be ready for review in November. This should allow all involved committees time to review before presenting to the Board planning session in January. The plan was reviewed and discussed with suggestions noted. Pertaining to Item #4, Dave will follow up with Bola and other staff at OC. Discussion will continue when the committee reconvenes in the fall.

5. Other Business

- Dave shared information gathered from various meetings regarding utilizing social media on a District-wide level. The group discussed and Dave requested any ideas and suggestions be sent to him. He will forward the information to Clare. It was suggested to determine what is currently being used across the campuses and coordinate with those departments to bring consistency.

6. Next Meeting

The next meeting will be scheduled for September, date to be determined.