VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT ADMINISTRATION CENTER

INSTRUCTIONAL TECHNOLOGY ADVISORY COMMITTEE
JANUARY 11, 2013
11:00 AM

MEETING NOTES

Attendees: Art Sandford, Ashley Chelonis, Bola King-Rushing, Dave Fuhrmann, Erica Tartt, Jane Harmon, Martin Chetlen, Peter Sezzi, Ramiro Sanchez, Victory Kitamura

1. Review Meeting Notes of 11-09-2012
   There were no changes or comments.

2. Desire2Learn Update
   The upgrade to 10.1 occurred over the break. Due to a few issues that need to be resolved, the transition to the new servers and operating system did not take place. The D2L upgrade process and changes were discussed. The feedback on the changes has been mostly positive; one issue that is being addressed is the email and calendar filtering not working properly. The group extended thanks to Marc Boman for a smooth transition to the new upgrade.

3. Smart Classrooms
   Concerns regarding audio issues in the smart classrooms were raised. Dave will address the problem. The issue of installing smart boards in some of the classrooms was questioned. Dave will request an inventory for the existing ones and distribute at the next meeting along with information on what technology is currently available and will be in the future. There was discussion about problems in specific rooms; Dave will notify the campus I.T. supervisors as needed, and also have campus I.T. survey the rooms.

4. Microsoft Lync
   Deployment at the campuses has begun. Once the phone system has been fully implemented for classified and management, phones for the faculty will be deployed. Dave described the features of the new phone system including the ability to share desktops, which will facilitate resolving I.T. problems within the district. Another feature is the ability to set up remote meetings; instead of using CCCConfer for the next ITAC meeting, the Microsoft Lync system will be used. It has the ability to deliver audio and video directly to a class using D2L. There will be a full demo set up for this group probably in March to demonstrate the more advanced features.

5. Updates
   a. EduStream
      Ashley reviewed the free services available through EduStream; the system is available for use.. Rebecca and Erica attended training in December. Ashley will create a user guide and distribute to the appropriate people.
   b. Managing mobile devices
      Policy issues are being developed for how to manage the mobile devices. Security software that includes handling mobile devices is being evaluated. Once there is more information available, Dave will present it to this committee.

6. Other Business
   - There are a set of laws pertaining to out of state students enrolling in distance education courses and how to adhere to the different states' rules. After discussion, it was decided that Dave will bring the issue to the attention of ATAC at the February meeting. He will follow up with the instructional technologists for more information.
   - Student authentication as it pertains to distance education courses and policy was discussed. This issue was reviewed in the past and it was found to be acceptable to use the student single sign on through the portal for authentication. Rebecca and Bola will work on researching the issue, with Bola taking the lead. Dave will follow up with them.

7. Next Meeting
   The next meeting is scheduled on February 8.