

Academic Technology Advisory Council (ATAC)

Friday, May 1, 2009, 1:30-3:00

Room 4104/2207 - Knight & Flanagan Campuses

Minutes

Attending:

Linda Richard, Dawn Lewis, MaryAdele Comb, Kay Johnson, Bill Pellicio, Jennifer Hurrell, and Cathy Poirier

- I. **Minutes of the previous meeting (Mar. 26, 2009) were accepted without correction.**
- II. **ATAC Representative for ITAC**
Kay Johnson accepted the nomination and was unanimously elected as the ATAC representative to the ITAC committee.
- III. **Blackboard 9 Learning Management System**
MaryAdele provided an overview of the timeline for the Blackboard (Bb9) transition. Negotiations regarding Bb9 hosting and licensing is ongoing. The server is in the process of being installed in a test environment, MaryAdele will be looking for faculty willing to pilot the transition of their current WebCT courses onto Bb9, or develop new courses on Bb9. She is hoping all will be transitioned to Bb9 in time for the Spring 2010 semester. For now, unless faculty is participating in the pilot program, faculty should continue to use WebCt for their distance learning courses.
- IV. **Camtasia Relay and Echo 360 Video Capture Systems**
MaryAdele also related that the college is currently investigating both Camtasia Relay and Echo 360 video capture systems. Webinars on Camtasia Relay are offered every other Tuesday at 11:00am. There is a 30-day free trial available of Camtasia that is available for folks to try out. IT would like feedback.
- V. **Service Level Agreements**
IT Staff discussed the need across the college for Service Level Agreements. In order to provide adequate support and efficient workflow, IT service level agreements are being developed which will take into consideration financial resources, staffing resources and other related aspects to ensure timely and effective responses to the college. Emergency IT support needs, such as classroom technical support, will continue to be addressed immediately.
- VI. **Distance Learning Update**
Discussion regarding proctored electronic testing centers needed for on-line as well as hybrid courses on campus. A network of professional testing centers for students 'away' from campus should be investigated to support fully on-line courses.
- VII. **Microsoft Exchange & Student E-Mail Plans**
The exchange server is currently being built for faculty and staff. This will provide more functionality to email and calendar functions. IT is hoping to roll out the new email system- Microsoft Live.edu for students in August. Part of the uncertainty is getting purchase orders moved through the system.

***Next meeting: September 2009. News updates will be e-mailed over the summer months.**

Respectfully submitted,
Cathy Poirier