

Academic Technology Committee -DRAFT

MINUTES OF MEETING: 03/06/09
Submitted Exec. Committee: _____
Submitted Academic Senate: _____

APPROVED BY COMMITTEE: 04/03/09
Approved by Exec. Committee: _____
Approved by Academic Senate: _____

Members Present: Ardavan Asef-Vaziri, Hilary Baker, Wei Cao, Barry Cleveland, Kimberly Embleton, David Levin, Gloria Melara, Jacek Polewczak, Magdy Rizk, and Ashley Skylar.

Excused: Andrew Collard, Ellis Godard (chair), Sheena Malhotra, Nicole Umali and Jeff Wiegley.

Guests: Provost Hellenbrand and Chris Xanthos.

Minutes: Jennifer De Iuliis

Meeting commenced at 1:18 pm. It was delayed due to the need for a quorum.

- 1) **Approval of Minutes** – The minutes of the 12/05/08 meeting were amended and re-approved. The minutes of the 02/06/09 meeting were amended and approved.
- 2) **Announcements**
None
- 3) **Previous Meeting Action Item Review**
None
- 4) **CIO's Report** (Hilary Baker)
 - a. IT Annual Survey
Baker will send a draft of the survey questions for the members to review and provide feedback. The draft will be sent to the members via email prior to the April 3rd meeting. The survey will be sent to a subset of faculty and students in April.
 - b. LMS (David Levin)
Blackboard and Moodle representatives provided demonstrations on campus last week. Levin shared that the ad hoc committee is currently compiling the data gathered from an LMS survey. The committee expects to have a report later this month. Some members expressed that they did not feel the vendors provided adequate demonstrations. In particular, concern was raised regarding a possible mismatch between the features that CSUN would want and the features highlighted by the vendors.
- 5) **Chair's Report** (acting chair, Ashley Skylar)
None

6) ACAT Report (Ashley Skylar)

- a. February meeting – main discussion topic, faculty email, which has evolved in the last three weeks. Chris Xanthos will provide updated information during this meeting.

7) Blackboard 8 & Moodle Pilot Demos (Barry Cleveland & Ashley Skylar)

Cleveland is participating in the Moodle Pilot and Skylar is participating in the Blackboard 8 Pilot. They provided demonstrations to show the look and feel of each product, and noted some advantages and disadvantages they have found using each system.

Cleveland noted that in Moodle he discovered using the assignments tool he is able to send comments, but not return a document to the students as he has done with WebCT. When the vendor representatives were on campus they pointed out that this can be achieved by using the multiple file tool instead of the assignment tool. Cleveland pointed this out to highlight the need for us to understand and support any LMS that we select.

Action item: Levin will discuss this issue with Joan van Duzer, who has been conducting CSU Moodle training, to ensure this information is included in the Moodle training.

Skylar noted in this version of Blackboard some features are now more easily accessible. Quizzes provide a snapshot view of those students that are outstanding and a dropdown menu can be used to reset quizzes. Discussions and the grade book are now seen in side-by-side columns. Previously points had to be assigned by opening the grade book separately.

Melara explained that in Blackboard, discussions are only available in straight text format whereas Moodle has the ability to have other formats (beneficial for mathematics).

Skylar shared that Moodle and Blackboard 8 are both very robust systems. Each system has some features that are a little more robust in different areas. Cleveland shared that some of the positive experience will vary based on how the user initially builds their program. The demonstration provided members with a snapshot of each product and further discussions are ongoing in the LMS Ad Hoc Evaluation Committee meetings to help determine which system the campus will move forward with. Levin noted that with either system they will have full integration with SOLAR.

There was no longer a quorum at approximately 2:20pm. A member departed the meeting during the demonstration. Skylar (acting chair) decided to allow the meeting to continue since there were only discussion items remaining on the agenda.

8) Discussion Topics

- a. Faculty Email (Hilary Baker & Chris Xanthos)
Handout titled - Faculty Email Update 3/06/09

Baker explained Chris Xanthos has been leading the technical evaluation and sending out regular updates via email (some members have chosen to receive the messages). The Provost sent a message yesterday with an update as well, (ATC list was included).

Xanthos shared that students will be moving to Gmail; however for faculty the decision is still in the analytical stage. Baker noted the student transition has been postponed from

the April timeframe to probably the fall and will use a sub-domain (name to be determined). Xanthos explained some of the objectives for the faculty email are to have faculty remain on the same CSUN domain (@csun.edu) and provide a seamless transition. The handout provided describes two options (A&B) which are currently being explored.

Xanthos asked members how important the migration of their address books would be, since this is a factor being reviewed with the use of a mass migration tool. Melara expressed the need for her address book and others agreed. The technical analysis is also investigating options that will minimize the impact upon users of the migration to the new email environment.

Another main objective Xanthos noted is the increased need for email storage. Baker explained that the review is investigating options for incremental increases in storage quotas to make better use of storage space. Xanthos explained that Gmail provides an increase compared to current limits; however Google's quota includes all of the Google applications.

Polewczak suggested staying on Mirapoint longer due to the cost factors involved. Baker noted a cost analysis is currently being done and will have more information in the next few weeks.

Melara asked how faculty email aliases will be handled. Xanthos stated this is being reviewed as well as mail forwarding.

Polewczak referred to the Provost's email and shared concerns with the use of large monopoly-type corporations which tend to dictate to the consumer. Provost Hellenbrand agreed with Polewczak in principle about large corporations; however noted they are able to provide services which evolve and expand as technology changes and consumer needs change. Hellenbrand stated the two most important items regarding email (from the input he's been given) are the stability of the system and the size of the mailbox. Hellenbrand explained with any purchase of technology, you are buying into the company, not only the product. Any problems that exist will become local issues that fall on the shoulders of staff. He agreed that the IMAP/POP issue needs to be reviewed carefully and he had experienced some issues with this using Vista.

Hellenbrand suggested implementation to be done in waves; therefore issues can be reviewed, documented and troubleshooting can be done incrementally. He noted that people use various clients to access email on various devices; therefore the change management process is extremely important and determines everyone's viewpoint of a product (positive/negative).

Skyler noted she has been pleased to see the progress the faculty email project has had over the past several weeks.

9) Policy

None

10) Department / College Issues

Wireless – Melara stated there is no wireless access in one of the classrooms. Baker suggests a meeting with an IT representative and Emil Henry to troubleshoot. Wei Cao stated she also has a problem with wireless in her room. Kimberly Embleton noted some difficulties in certain rooms in the library.

Action item: Baker asked them to provide Levin with the room numbers after the meeting to provide assistance.

General – Cao explained there is often not enough time to review and discuss department and college issues each meeting. Baker requested members contact her or David Levin at any time via email rather than waiting for the monthly meeting to raise their concerns.

Action item: Baker suggested asking the ATC chair to schedule additional time for this topic during a future ATC meeting.

Classroom Noise Levels - Polewczak explained that the class next to his is often playing movies and the noise is very loud in his room; however not very loud in the originating room.

Action item: Levin will follow up on the room set up where the movies are being played.

Support for 64 bit processors – Cleveland inquired about connecting to VPN with his 64-bit computer. He also stated that he is unable to use Contribute 4 with his 64-bit system.

Action item: Baker will have Chris Ice work with Cleveland to troubleshoot further.

Smart Classrooms – Skylar noted some concerns were raised in her college regarding how the smart classrooms were set up (location of media boxes, cords, etc.).

Action item: Levin will work with Skylar to review the set up.

11) New Business

None

12) Next Meeting (04/03/09)

- a. Nominations for 2009-2010 committee chair
- b. Skylar – Second Life demo
- c. Melara – Active Campus (possibly re-visit topic and show demo)

Meeting adjourned at 3:10 PM.