

Concord University Technology Committee Minutes, May 8, 2013

Present: J. Alexander, C. Elliott, W. Hicks, D. Hill, C. Khanlarian, C. Lamb, S. Lusk, C. Shumate, G. Towers.

The meeting began at 3:00 PM in Rahall 200.

Technology Committee minutes: The minutes of the April 24, 2013 meeting were approved without revision.

Discussion items:

E-books and Tablet Computing Support: Committee members reported on constituents' input. Khanlarian initiated a discussion of the relative merits of laptops and tablets. Hill reported that the affordability of e-books is reason to adopt tablets. Elliott advocated for selection of a standard model to make service more efficient. The committee will take up the issue in the fall.

Acceptable Use Policy: Elliott is seeking input and will share the revised draft Acceptable Use Policy for committee review when available.

Confidentiality agreement: Elliott drafted an agreement based on the policies of Marshall University and Mountwest CTC. Marshall Campbell is reviewing the legality of the draft policy prior to committee review.

Student printing project sub-committee: The sub-committee has met and is seeking paperless solutions.

Student email transition: Student email will be moved from Microsoft Live to Office 365 in late June. The availability of necessary Microsoft software by then is problematic. Without the software solution, new students' email accounts may need to be removed from MyCU or, if they are located in MyCU, passwords may need to be laboriously reset. The committee recommends that the technology services staff decide how to proceed if the required software is not available at the time of the transition.

External Account Exception Process Form: Elliott distributed the revision of April 23. Alexander moved and Hill seconded that the form be approved for use. The motion passed unanimously.

Announcements:

Technology Satisfaction Survey: Elliott reported that over 100 people had responded in the first 24 hours of the survey's distribution via Survey Monkey.

Blackboard: Elliott announced that Service Pack 12 has been released will be installed in a test environment for faculty training and testing before going into production.

Moodle: Elliott announced that the Moodle server will be upgraded over the summer.

Graduate Admissions: Elliott reported that faculty and staff will meet May 14 to discuss automating the graduate admissions process.

Future Agenda Items:

Hill: Electronic signature capability.

Hill: Considering alternative vendors for student e-mail.

The meeting adjourned at 4:00.

Minutes prepared by Towers.