

**University Technology Committee
Meeting Minutes 02/16/10**

Attendees: Kevin Bennington (Div. of Fine Arts), Kendra Boggess, Jamie Boggs (Advancement), Andrea Campbell (Div. of Education and Human Performance), Marshall Campbell (Human Resources), Marjie Flanigan (Student Affairs), Christi Lamb (Enrollment), Cassidi Hall (Student Government), Susie Lusk (Registrar's Office), Steve Meadows, Rosalie Peck (Div. of Languages and Literature), Joan Pendergast (Div. of Social Sciences), Susan Robinett (Div. of Business), John David Smith, John Spencer, George Towers, Lynne White

Guest: Kathy Mills

Absent: Athletics, Beckley Center, Business, Div. of Natural Sciences, Library, Residence Life and Housing

1. The University Technology Committee convened on February 16, 2010 at 3:20 p.m. in Library B19.
2. Minutes from the January 19, 2010 meeting were approved as submitted.
3. Continuing Business:
 - a. None.
4. New Business:
 - a. University Technology Committee General Policy
 - i. Approved
 - b. Wireless Network Policy
 - i. Purpose of this new policy is to standardize wireless access points and only allow wireless access points that go through Wireless Management Software (for network security)
 - ii. Does not address residence halls at this point
 - iii. One comment previously regarding the need to provide guest access
 - iv. Need division and department review
 - v. Plan to present to BOG 4/27, which means final draft needs to be complete 4/13
5. Information and Reports:
 - a. Distance Learning Classrooms
 - i. Relocate Graphic Arts Lab from Rahall 117 to Library B29 and Refurbish distance learning classroom in Library B19: This room repurposing project can reuse existing equipment to fix several existing classroom problems as well as provide additional services: 1) distance learning technology in Library B19 is no longer functional; 2) layout of Library B29 as distance learning room dissatisfactory to instructors; 3) Graphic Arts computer lab in Rahall 117 is too small; 4) Mac equipment for broadcasting is old. The CAT is moving video conf equipment from B29 to B19, moving high def projector and screen from B29B to B29A, and moving graphic arts equipment from Rahall 117 to Library B29.
 - b. Fall 2009 course and advisee evaluations
 - i. The Computer Center expects to complete the Fall 2009 course evaluations and deliver to the VPAD office February 17.
 - ii. Request was made to access data from online advisee evaluations. Jamie Boggs has added the results of the online evaluation of faculty within CourseWeb. When logged

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in, the faculty will choose “List of Advisees” from the TYPE drop-down. Below the list of advisees is the results of the online evaluation. The results include the scores as well as comments and problems. CourseWeb is an open system but Jamie has limited the results to only those faculty members for which the information applies. Dr. Smith for instance, cannot view the evaluation results of Dr. Crick, only Dr. Crick can view his own data. Currently the data is in a format that is easy to copy/paste from the web page. In the future Excel export format is planned.

- c. Course Management Software
 - i. Tech committee will be evaluating Blackboard 9 and Moodle.
 - ii. Natural Sciences is planning a demo of their Moodle pilot to all who are interested.
 - d. Tech Project Status
 - i. Lynne White is currently building an Access database of current technology projects and subtasks.
 - ii. It is our plan to regularly report the status of current projects to the tech committee.
 - e. Help Desk Status
 - i. Currently exploring the feasibility of expanding help desk hours to 7 p.m. in order to be available to assist with technology for the majority of evening classes.
6. The meeting was adjourned at 4:20 p.m. The following meetings have been scheduled for the Spring semester; all meetings begin at 3:15 p.m.:
- a. March 2 – Concord Room
 - b. March 16 – Admin 109 (Social Sciences Conference Room)
 - c. April 6 – Concord Room
 - d. April 20 – Concord Room
 - e. May 4 – Concord Room