

CALIFORNIA STATE UNIVERSITY, EAST BAY
INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Minutes of the meeting of February 15, 2016, LI 2750

Present: Joshua Kerr (Chair, CSCI),
Jiansheng Guo (Secretary, CLASS, COBRA),

Andrew Carlos (LIB),
Pei-Hui Hsu (CBE),
James Mitchell (CEAS),
Eric Neumann (ITS),
David Fencsik (CSCI, At-large), (via Zoom)
Roger Wen (Presidential Appointee), (via Zoom)
Borre Ulrichsen (CIO),
Ian Pollock (CLASS, At-large)

Apologies: Joana Chavez (Student Rep.),
Pablo Garnica (Student Rep.),
Jessica Weiss (CLASS, FDC),

Visitors: Lawrence Bliss, Director, Academic Advising and Career Education (ACE)
Gene Lim, Director, System and Infrastructure Engineering, ITS (via Zoon)

Meeting convened at 12:05 pm, LI-2275

1. Approval of Agenda

AC/Guo Unanimous

Delay Agenda Item 4.c for discussion on Blackboard for the next meeting

2. Approval of 2/1/2016 minutes

JM/PH Unanimous

3. Reports

a) Report of the Chair

No report

b) Report of the CIO

i. Zoom will start to be in use

Wen to report on BB on Zoom situation in Blackboard, all students will have access in BB, connecting with classmates and instructors, with breakup room, etc.

A Project Manager in Academic Technology Services is leading the project, starting with single sign-on, delivered to currently enrolled students

(Lim: Will also be connected to the library.)

CSUEB has the paid Pro-account, restricted to enrolled students, faculty, and staff
Relationship with LectureCapture will need to be discussed and worked out.

Will provide training, but now the focus is to give it out to all students, faculty, staff

Q: When will students have it?

A: Goal is within a month, making an announcement in a month.

Q: Is there any video demo?

A: (Neumann) Yes, quite a few on the vender's web site.

(RW:

BB team is testing all the environments for Zoom, ready to move to documentation stage, and then plan on pushing out on BB.

Zoom will be a course tool link in a course, then to the Zoon site, and login. It can be accessed out of BB, which would need to follow Academic Technology team's set up/instructions.)

(EN:

Showing a demo of the Northridge Zoom site.)

(RW: BB is ready, and Zoon on BB can be ready for Sp 2016.)

CO is concerned about a couple of accessibility issues, and will take care of them shortly.

- ii. LI 2250 has Furniture Demo offered by Classroom Facilities for this week to faculty
- iii. Qualtrics finalized contract, and will roll out, timeline to be announced

4. Business Items

a. Lecture capture

Eric Neumann, Director, Academic Technology Services, ITS

i. Some information to share about the use of Lecture Capture (will share the information file on Lecture Capture use data)

ii. Would like to start a general discussion to determine what to do with it in the future

Q. Is it difference from Zoom in functionality?

A. Similar to Zoom, but we need to find out if that is the case for all details from all needs.

Q. Faculty wants to have ownership of recording. Can Zoom download recording to local computer?

A. Current Lecture Capture is saved on campus server, taking too much space. Need faculty feedback about pros and cons about Lecture Capture. Could specialize Lecture Capture for specific uses and users. Currently, \$40,000 annual cost for Lecture Capture now.

IP:

- There is a tracker camera on market for about \$650 apiece.
- If all technical issues in Lecture Capture can be worked out, and let the instructor to focus on teaching, that would be great.

Need to consult with the heavy users (listed on the data sheet), and those who are potential users.

RW:

- i. For Zoom, one can record on local computer via BB
- ii. We need to put all current tools used on campus on a list, review the need, and try to eliminate less useful and costly tools, and save fund for needed updates
- iii. Online students prefer shorter topic-related recordings, rather than the long lecture recordings.
- iv. Find out if online or hybrid courses need Lecture Capture

b. Voicemail/VOIP Change

Gene Lim, Director, System and Infrastructure Engineering, ITS (via Zoom)

- Current phone system is 20 year old, need to update, working with AT&T now for a new system. Any faculty interested in this, we would like to know about the needed functionalities for the right purchase and set up.
- After Pilot 1000, the change implementation is set for June 2016 timeline, 3300 devices on campus will change. Then decommission the old system.

JM: Desk phone is not well used, but cell phone is not compensated

IP:

- a. hide faculty cell phone number
 - b. Transcription feature
 - c. Need secure phone in hallways in building for emergency or power failure
- A: Yes, it is an important feature

JK:

- Q: Can the system be connected to other devices, e.g. phone voice mails to emails?
A: This is the “soft phone” functionality, and can be supplied by third party apps.

IP:

- Q: Have we explored Google voice functionality?
A: Google voice seems to be the reverse, a different business model, and we have not explored that yet.

JG:

- Q: Have we any plans to survey faculty, students, staff for functionality needs?
A: Yes, being worked on by the project manager.

c. Blackboard Discussion

To be presented and discussed at the next ITAC meeting.

d. Course Scheduler demo (time certain: 12:15)

Lawrence Bliss, Director, AACE (Academic Advising and Career Education)

(invited to illustrate Schedule Planner, a user interface program to facilitate student course enrollment and scheduling)

1. The app is called Schedule Planner, used by many CSU campuses, developed by a frustrate student for course scheduling
2. App demo:
 - a. Schedule Planner in Student MYCSUEB as a link
 - b. Connected to PeopleSoft courses, with course attributes, and selected schedule plans, showing open seats, showing all options, and allowing student selections, and then students can decide and send option to Shopping Cart
 - c. Informed all freshmen and sophomores about availability,
 - d. Have two handouts available to students at AACE offices
 - e. The program does not have the function to be connected to Degree Audit to interact with major requirements

Q: Can the term “Shopping Cart” be changed to education appropriate terms?

A: Not really, since we can't change that term on PeopleSoft.

Q: Can it be used for selecting and scheduling rooms?

A: It might not be able to adapt to room scheduling or faculty teaching scheduling

Q: Can students just select any class in a category (e.g., B6), to fill a GE requirement need?

A: Students are given a list in a category, and have to select a class in that category.

Q: Can it prioritize for students among choices?

A: Not yet with this system, as it requires more information to the decision process.

Q: Can CSUEB campus invest on similar user friendly softwares for student advising and course management?

A: Yes, if resources available.

Member Comment: Dartmouth has student-made programs, shared by other students, or by a Jamathon on developing specific programs

5. Future Agenda Items

- a. Car sharing service discussion, with Brenda Madrigal and Derrick Lobo (didn't cover at this meeting)
- b. Accessibility issues (new suggestions) (from 2/1/2016 agenda)

6. Adjournment

Meeting adjourned at 1:22 pm

Respectfully submitted

Jiansheng Guo

ITAC Secretary