

## **Information, Technology and Resources Committee**

### Meeting Minutes

*September 17, 2009*

*Present:* Shannon Banks, David Caldwell, Greg Andrews, Marcia Wells, Mary Caldwell, Benny Blaylock, Amal Kaddoumi, Charles Jastram, Mike Cockerham, Gina Biglane, Greg Smith.

*Next meeting:* Not Scheduled

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#### **I. Announcements**

Meeting began with Greg Smith, Chair, reading the charge of the committee.

#### **II. Old Business**

- A. Student records digitalization. Resolved. There is not a immediate need to continue with this process.
- B. COP Website Resolved. OSPA website will continue to evolve with the addition of student organizations information. Marcia Wells has a meeting with Rob Glaze next week to discuss this. Talk of setting up a Facebook page for recruiting new students and alumni. Administrators will be Marcia Wells and Mary Caldwell.
- C. PharmAdmit Date backup/merge. Resolved. This is a PharmAdmit issue and if storage becomes a problem on our end, we will burn previous years to dvd or other storage media. Need to keep last 7 years of information available for records retention.
- D. Redundant email communication for PharmAdmit. Resolved. No need for generic email address for OSPA. Would create another account to have to check for email communication.
- E. Go Print. Resolved. Go Print is working as it is intended. Have ran in to some licensing issues, but this is out of our control and has to be addressed by the Computing Center.
- F. Multi-use interface of student affairs database. Resolved. No need for this at this time.

#### **III. New Business**

1. LexiComp PDA Licensure. Discussion was held regarding the cost of purchasing licenses for LexiComp. Clinical purchases enough for the 30 faculty members they have, and last year a total of 200 were purchased with the intention of students purchasing that license from us. They did not respond as anticipated, so we lost money. A motion was made and seconded that the students be responsible for purchasing LexiComp on their own and COP will just purchase enough licenses for faculty members that utilize the program.
2. Satellite campus support.
  - a. Greg Andrews advised the committee he has scheduled every third Wednesday of the month to visit the Baton Rouge campus. If there are no issues to address, he will not make the trip. Shreveport doesn't have a scheduled date as this time due to the ability to make the trip to Shreveport and back in a day. Efforts are being worked on to get Baton Rouge off Baton Rouge General's network so that they have availability to the information they need. BR General restricts an enormous amount of information and

faculty can now access the General's information they need via web interface.

- b. Charles Jastram inquired about wireless in Shreveport and Baton Rouge. Next year, students on rotations will be the group that were required to have laptops. Therefore, the need for wireless will be there for them to access information. Discussion was held regarding the ability for wireless. Shreveport currently has wireless, however they access LSU network through it. Therefore laptops there have to have a security license put on them. Baton Rouge does not have wireless at this time. Options for Baton Rouge are limited at this time due to BR General network and trying to get them off the network. Then may have to resort to something like a home wireless setup. It may be easier for the students to just provide network switch so they can be hard wired in for their laptops. This works in Shreveport because they can log in with a generic id and not need the license on their system.
3. Secure intranet for faculty specific items. Discussion was held that this is not possible. A intranet would require a special server, computing center support, etc. It was recommended that for faculty specific items, maybe a Moodle account would be best suited for that. Motion was made and seconded, that we move password protected information to moodle and delete the password protected pages from the website.
4. Faculty Development – Technology
  - a. Discussion regarding the need to be trained on more of the technology available. (i.e. Camtasia, Zoom H2, etc).
  - b. They will be conducting monthly faculty development programs, would like these posted to the website. May need to be password protected. The use of Moodle was brought up again.

#### **IV. Meeting Adjourned**