

Information Technology Resources Committee Agenda

August 11, 2010
2:00 pm – 4:00 pm

Attendance:

Present: Dr. Greg Smith, (Chair); Mrs. Mary Caldwell (OSPA); Ms. Marcia Wells; Mr. Greg Andrews; Dr. Blair Wilbert; Dr. Adam Pate; Dr. Jeffery Evans; Dr. Shannon Banks
Absent: Dean Benny Blaylock (Liaison); Dr. Keith Jackson

1. Review of committee's charges for 2010-2011
2. Approval of previous meeting minutes
3. Old/Ongoing Items
 - a. COP website – OSPA/Student Organizations web pages
 - i. Facebook presence for COP – (RESOLVED) - Facebook page for recruiting new students and alumni up. Administrators are Marcia Wells, Mary Caldwell and Greg Smith
 - ii. Mary Caldwell asked that the OSPA web be further revised to enhance navigation and make it more appealing to prospective students.
A motion was made and seconded: Recommend to the Student Affairs committee to oversee the gathering of content and webpage design of the OSPA page and work with Marcia to implement. Time frame for completion was by the end of the Fall 2010 semester. (FOLLOWUP NEXT MEETING 1 MONTH)
 - iii. No other webpage matters required discussion (ONGOING)
 - b. Satellite campus IT Items
 - i. Greg Andrews has set aside every third Wednesday visit the BR campus as needed. Specific time has not been scheduled for Shreveport, will continue to address issues as needed. Greg A. asked that all need be communicated to... asap, so that they may be addressed in a timely manner. (ONGOING)
 - ii. Baton Rouge COP campus now off Baton Rouge General's network and on the LONI network, thus resolving the information access restriction issue.
(RESOLVED)
 - iii. Wireless in Shreveport and Baton Rouge.
 1. Students on this year's rotations will be the group that was required to have laptops, with wireless access.
 2. Shreveport currently has wireless, however each computer must have a security license to access the LSU network (LSU will not allow). The laptops may be connected directly to the network, but there are no ports left on the network hub (LSU would have to approve equipment

- expansion). Solution options: 1) Get Shreveport network off of LSU network (loss of resource access). 2) Make the COP bldg unprotected like the LSU library. Jeff will find out who to ask about getting this approved. (FOLLOWUP NEXT MEETING 1 MONTH)
3. Baton Rouge does not have wireless, but students can direct (hardwire) connect to network. No real need. (RESOLVED)
- iv. Discussion of any new items
 1. Jeff mentioned difficulty mapping to network drive – Discussed option to buy secure backup hard drive. Jeff and Greg A. will address. (FOLLOWUP NEXT MEETING 1 MONTH)
 2. Jeff reported that a few Shreveport faculty/staff have trouble with VPN connection. Greg A. advised he would followup on the issue. (FOLLOWUP NEXT MEETING 1 MONTH)
 3. Greg A. advised that any computer needs must go through Dr. Lewis for BR and Dr. Cockerham for S'port.
 - c. Faculty Development – Technology (FOLLOWUP NEXT MEETING 1 MONTH)
 - i. Library Resource Review have been done twice last year, David Caldwell requested this again for Sept. 16th tentatively. Greg S. advised any critiques/recommendations for upgrade welcome to the Toolbox are welcome.
 - ii. What else can we offer that's ITR-related given the resources we currently have?
 1. Greg A. suggested a review of classroom touch panel system- (FORWARD RECOMMENDATION TO FACULTY DEVELOPMENT COMMITTEE)
 2. Greg A. recommended asking Paula Thornhill to repeat her TLRC session on the use of Elluminate for faculty
 3. Committee will consider other FD items for next meeting
4. New Items
 - a. OSPA newsletter- Mary C. wants to create/distribute an OSPA newsletter for reasons including prospective student recruitment
 - i. An OSPA listserv – Mary C. wants to create a listserv to manage prospective student communications/newsletter
 - ii. Committee recommended that she request the listserv via email to Chance Eppinette, cc Tom Whatley
 - iii. Alternatives to the listserv were discuss, such as a web-based email manager (G-mail, etc)
 - iv. Either Mary C., Margie Cannon or Jeff Hale would administer

- b. Web-based counseling – Mary C. presented the issue that students on experiential rotations are supposed to have the option for face-to-face counseling should the need arise. Mary C. and Connie Smith are writing a policy regarding this and requested discussion of the technology aspects of this connection.
 - i. Confidentiality was raised as a concern considering private areas on remote sites and using freeware such as Oovoo or Skype.
 - 1. Policy should address private area if student is conferencing from rotation site
 - 2. Greg A. advised that even the freeware would be as secure as a phone line if they are being used over the ULM network.
 - 3. Greg S. suggested including a disclaimer statement in the policy advising that the student’s line may not be fully secure if conferencing from within a personal network (off the ULM network).
- c. Report on library resources – by Greg S.
 - i. Now members of the Pharmacist Letter’s Excellence in Precepting Cooperative – this program can be used to for preceptor and APPE student training (Connie Smith administering)
 - ii. \$800k approved for resource renewals– this is less than what we actually spent last year, so Greg S. and campus library support are looking at usage statistics to see where to cut back while maintaining a collection that meets ACPE standards
 - 1. Greg S. proposed that a subcommittee be created to assist with resource selection. Committee recommends subcommittee (Volunteers: Greg S., Jeff E., Shannon Banks, Adam Pate) (WILL MEET WHEN TIME TO BEGIN RENEWAL PROCESS)
 - iii. The Ingenta account for purchasing journal articles not accessible with our resources was not used at all last year.
 - iv. Trials being considered by faculty
 - 1. Pharmacy Library (\$13K – students offset cost – OTC text?)
 - 2. Natural Standard (\$1800)
 - 3. Up-To-Date (\$5000) pending
- d. Report on classroom technology – Identify needs
 - i. Laptop min requirements- will we allow iPads in place of laptops?
 - 1. Discussion of using netbooks and iPads – not suitable for testing/quizzing
 - 2. Rec. Greg A. write a minimum requirement for laptops and email it to ITR committee for review
 - 3. ADDENDUM: On Tuesday, August 17, 2010 the revised policy for minimum requirement for laptop was accepted (via email) by the ITR Committee

- ii. Discussed Elluminate, Wimba (webconferncing...et al –
 - 1. Adam Pate will go to TLRC to review Elluminate
 - 2. Greg A. will check on site license and provide for review of product.
 - 3. Faculty Development opportunity
 - iii. Discussed ARS- Turning Point – (REVIEW for FOLLOWUP NEXT MEETING)
 - 1. Free app for laptop response (use for distance?)
 - 2. iPod touch for Turning Point
 - 3. Cellphone for Turning Point
 - iv. Secure browser for test taking?
 - 1. Available with LexRTest
 - 2. Not feasible for student laptop use
 - v. Video Lecture Capture/Archives
 - 1. Lectures (Echo- 360)
 - 2. Faculty Development
 - 3. Student Projects – Flip Video
 - 4. NAPLEX reviews
 - vi. Storage
 - 1. iTunes-U discussed, Jeff E. pulled up our iTunes-U url, not sure if we have full institutional use.
(REVIEW FOR FOLLOWUP NEXT MEETING 1 MONTH)
- e. Open discussion
 - i. Greg A. advised the Creative Technology is coming on site August 25th to add equipment to the practice lab for displaying procedures (bone density testing, BLS training). He wants the committee to consider any other enhancement recommendations to discuss with the company. (EMAIL FOLLOWUP – DISCUSS OUTCOME AT NEXT MEETING)
 - ii. Jeff E. brought up discussion of using distance in the Integrated Lab Sequence (ILS), to save time/money due to travel on ILS weeks
 - 1. Options discussed via Oovoo, Skype or mobile cart with distance hardware (we have 2 carts)
 - 2. Recommend to discuss with lab team/administration
- 5. Wrap up - Next meeting date – approximately 1 month from now – Wed. afternoons work best for all.