



November 16, 2011 FLITE Technology Meeting Minutes

Chairperson: Leah Monger

Present: Emily Mitchell, Jacklyn Hughes, JosieVanAvery, Kriss Tessin, Kristen Motz, Randall Schroeder, Rick Bearden, Scott Claerhout, Sharon Hamel, Leah Monger, Todd Stanislav.

TOPICS

Equipment requests: The VPAA office sent a request this week asking FLITE to prepare a list of equipment needs and to submit that list by November 18, 2011. No dollar amount has been designated at this time.

Jackie noted that the digital signs under consideration by FLITE and FCTL could be included on the equipment requests. She is researching the digital signage costs and will provide more information when possible. It was agreed that the digital signs should be pursued out of the funds available through equipment requests. Discussion included identifying locations for the digital monitors.

Skype availability in some of the rooms was discussed by Emily. Jackie proposed the inclusion of skype cameras in some of the study rooms as well as the possibility of a mediascape table; however the mediascape solution is more costly than the skype cameras.

Todd mentioned the progress with the update of room 405, the Distance Learning room, where FCTL is pursuing the installation of skype cameras.

Another option discussed for placement on the equipment list was skype cameras to use with laptops and checked-out at FLITE.

Leah suggested purchasing the individual skype cameras and using as them on a trial basis. There was concern about how accurate the costs could be with such a short time to configure an equipment list.

Action: Rick stated that he and Emily will do the research.

KVM server

Discussion concluded that this item should also be included on the equipment list. Another suggestion was to request iPads to use as a roving reference within FLITE. Rick suggested we wait on the roving reference idea.

Current status of ITS Campus Technology Plan?

SPARC has concerns that we are not meeting the immediate needs of technology while the technology plan focuses on the long-term, technology initiatives. Problems were found with Lotus Notes and its calendar. Time-out was at 6 hours.

Jackie mentioned that the ideal would be to log in once rather than every 6 hours.

Technology planning in FLITE/updating server replacement schedule

Rick noted that the current server needs to be updated.

Status of FCTL request for Tegrity camera in FLT 438

Follow-up is needed on this request but FCTL continues to be interested.

Review of license renewals charged to FLITE

Rick has reviewed the list and made recommendations on changes which will be forwarded to Rosemary Kailing.

Update on replacement of KVM system in server room

Rick noted that funding is needed for this project.

Other business/roundtable

Kristy noted that the instruction laptop is working well but a smaller carrying case is needed.

Todd is waiting for a quote from Steelcase for the update to room 405.

PC replacement information for FLITE faculty was discussed by Scott. The replacement of computers is still in process.

Scott mentioned that Clean Slate has not worked properly for the FLITE network. He suggested using the stand-alone mode for the final weeks of classes so things run well.

The FLITE network is not working like it should and this problem is being addressed.

Scott is looking for assistance from the Technical Assistance Center to focus on the situation and any problems.

Meeting adjourned at 11:10 am.

Next FLITE Technology Meeting

December 14, 2011, 10:00-11:00 a.m.

Submitted by Josie VanAvery