**Media-Enhanced Classrooms: List and Project Update** — Laura explained the spreadsheet that was handed out, Technology Enhanced Classroom Project. This spreadsheet lists the rooms in order of install. The plan is to start with the Gunther Trade Bldg and end in the LA bldg. Training is being put together, on how to use the equipment in the rooms. Equipment could be prolonged, if we would just turn it off. This brief training will be ready at the end of the summer for faculty and staff; once the training is complete they will be allowed to use the rooms by logging in with their UV ID’s.

Laura also talked about the Memo sent to the Deans, explaining the criteria used to select the rooms. In the memo it lists the basic equipment package to be installed in each room.

Equipment: Small footprint console, Projector (HD) with filter capabilities, Screen, Audio, Touch Control Panel, Auxiliary audio and video inputs, Teacher's computer and monitor (standard software load, determined by ATSC), Blu-Ray DVD player, Laptop Connectivity *(standard load suggestions: OS, Office Suite, Java Script enabled, Flash, Shockwave, Adobe Reader, Deep Freeze). It will also have a good processor, 2 GB RAM, but no CD drive will be included. A smaller Hard Drive is suggested right now, but a survey is going to take place. Laura will put the list together of all the suggestions and pass it around. A decision will be made within a couple of weeks.

Now will be a good time for facilities to follow behind Media Services and paint the walls and for chair rail to be placed. We will also have the electrician hard wire the console off to the side.

The date on the memo is to start March 22, 2010, but after Travis talked to the vendors, it won't actually start until March 29, 2010. There will still be a completion of 50 rooms by July 1, 2010. There will be a little bit of working on top of each other, so these rooms will have all the furniture moved out by custodians the night before, and put in the hall. Once the rooms are finished and cleaning is done, the custodians will put the furniture back.

Travis’s team will complete 3 rooms a week; a meeting will be held every week with facilities. We are starting with the hardest rooms first (Gunther Trades). If we keep students out of the rooms for too long, we run the risk of faculty cancelling classes. Eva Bernfeld will let the faculty know 2 weeks in advance of their scheduled move.

**Draft of MEC Support and Maintenance Plan**— Components that need to be part of this plan: Put together a draft with a larger group, and meet with a smaller group.

- Personnel
- Standard load
- Equipment Cost
  - Inventory/spares - where does it reside? Carts part of inventory?
  - Replacement/fix process - 24 hrs too long
    - Ideal swap time is same day
- Contact Info/Signage
- Response time for tradition/non tradition hours
- Training- they don't come
The life of a projector is equal to 2 bulbs replacements. A bulb is 3,000 hrs = 3 years.

How long will a swap take on a laptop? 24hrs is unacceptable, needs to be same day service. Would like to have ready to go carts, they can pull in and plug in, until a replacement is set up.

Who do you go to if there is a problem? Need to have standard signage, communication, that everyone understands what to do if there is a problem. Need to identify response time for non-tradition hours.

Volunteers to put plan together (bi-weekly meeting, 1hr for 2 months) = Laura, Keith, Mike, Dave, Ray, and bring in Travis

<table>
<thead>
<tr>
<th>Technology Project List — Responses from everyone in the room, so the plan is to compile those to give to the Deans, for them to see the big picture. Concerns that there are 66 room to install, and Travis's team is it. Where are we going to fit in all of the other things that need to be done? Adding more personnel to Travis's team, the Deans believe that is a temporary option? Travis and Dave think there may be some projects that need to be outsourced. Currently Travis's department is fully staffed, but once the 66 smart rooms start he will be understaffed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology Training Questions for Faculty Survey — Mark and Ursula are working on these questions; we will have them to IRI by Wednesday. Ursula would like the Faculty to answer these questions and she even had specific questions for Adjunct.</td>
</tr>
</tbody>
</table>
| Active Directory and Windows 7 Update — Items have been identified that need to be done. We have put together a couple of smaller teams that are working on these items, and we will regroup a week from Monday. It is more than likely that we will be transitioning to Active Directory and Windows 7 in the Labs for students.
Time Line for the transition:
  - April 1st for Alpha testing of printing & group creation
  - May 1st in beta testing with all the lab managers for all solutions
  - Jun 1st turned over to lab manager to tweak for their areas
  - July 1st in production
Students will not have network storage space on the U: drive. Student government will need to get the word out to students that they need to bring thumb drives for back-up, and also have a back-up of their thumb drive. Carlos suggested that maybe in the future that network storage be available for purchase for students. |
| Roundtable Discussion — Flex Registration: This is a banner ad-on that UVU has purchased to do non-credit registration. It has the capability of doing training courses, any non credit type of courses, for pay for free in various situations. State Institution is looking into this as well, as it also does a lot of tracking. There will be a user training starting on April 2 & 5, 2010 (Friday & Monday) and then a non-campus version April 6, 2010 (Tuesday). You can use this for workshops; register and pay fee (if applicable). It can also be used for credit. This will issue electronic receipts. If you hear of any people that are interested, let Ray know, there will be a group meeting put together |
next Wednesday at 9:00 am (open invitation) @ BA005, meeting could possibly change locations, but a note will be left on the door.

**Major Downtimes:** We are facing this for Spring Break. There will be a mass e-mail going out.

- **Student U:** drives: The student drives that aren't being used are being moved. This is going to take most of Spring break. This is scheduled to start Thursday at 5:00pm, but we had a request to start earlier, maybe Wednesday, but need feedback from student government.
- **GroupWise:** GroupWise E-mail needs to be moved over to the new data center. Start Thursday at 6:00pm and finish Monday at 6:00am. E-mail will be accessible during this time. Things that will not be down: UVLink will be 99% of the time, Black board will have its normal outage on Sunday morning, and the whole campus will blink for less than 5 minutes sometime during the Spring Break.

**Demonstration of Pixelture by Rob Moore**— Pixelture is a new company in Utah Valley within the past year. Wireless pixels allows someone who is equipped with this to connect to a projector with a click of a button, push content of their own laptop up to the screen in front of the classroom. They way they can do this is by utilizing the equipment that is already in the classroom by PC, Projector, and Wi-Fi.

**Functions of wireless pixels:**

- Single screen display: if you have multiple screens up on your laptop, you can choose to have only that one displayed.
- Multi-displays: Multi laptops can display on the projector

**Sharing policies:**

- **Presenter only policy:** Moderator can limit access to others; he can select what is being displayed.
- **Discussion Policy:** Moderator allows the audience to request to share
- **Audience Policy:** Anyone can share content on display

[Link:](www.pixelture.com/wpcore)

**Pricing:**

- Single Unit: $500
- 25-49: $400
- 50+: $375

Lecture capture: Archive and entire classroom lecture for future reference

*Note Capture:* Allows students to take contextual notes and reference later

*Questions Capture:* Tags chat questions to content being displayed

Roadmap is growing

Offered limited free copies to get you started.

**What is the competition out there for the same technology?**

If you have feedback for thought forward them to Laura and she will filter them to Rob.

<table>
<thead>
<tr>
<th>NEXT MEETING</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Friday, April 2, 2010</strong></td>
</tr>
<tr>
<td>10 a.m. to Noon</td>
</tr>
<tr>
<td>LI323g</td>
</tr>
</tbody>
</table>