

## **INSTRUCTIONAL TECHNOLOGY STANDING COMMITTEE**

**Penny Rice, Chair**

**2013-2014**

### **Membership**

- Mr. James Ball, Deputy CIO for Academic Technology, Office of Information Technology (non-voting)
- Ms. Melissa Downey, Staff Assistant, Military Science & Leadership, Staff Council Representative
- Dr. Maurice Eftink, Associate Provost (non-voting)
- Dr. Tamar Goulet, Associate Professor, Biology (term ends August 2014)
- Dr. Elliott Hutchcraft, Associate Professor, Electrical Engineering (term ends August 2015)
- Dr. Marilyn Mendolia, Associate Professor, Psychology (term ends August 2014)
- Dr. Ruth Mirtz, Assistant Professor, Library (term ended August 2013)
- Dr. Michael Mossing, Associate Professor, Chemistry and Biochemistry (term ends August 2015)
- Mr. Pankaj Pandey, Graduate Student Council Representative
- Mr. Robert Pirani, Undergraduate Student Council Representative
- Ms. Penny Rice, Instructional Technology Specialist, Office of Information Technology (chair) (non-voting)
- Mr. Wayne Shaw, Assistant to the Dean, College of Liberal Arts (non-voting)
- Dr. Nicolas Trepanier, Assistant Professor, History (term ends August 2016)
- Dr. Kelly Wilson, Associate Professor, Psychology (term ended August 2013)

The Instructional Technology Standing Committee provided guidance on a number of important technology projects during the 2013-2014 Academic Year. This report describes these projects and summarizes the involvement of the committee. Committee minutes are available at the Web address, [www.olemiss.edu/ftdc/INSTTECH.html](http://www.olemiss.edu/ftdc/INSTTECH.html).

## Classroom Technology

Each summer, the Office of the Provost charges the Instructional Technology Standing Committee with the task of identifying candidate classrooms for technology enhancements and overseeing their implementation. In Summer 2013, this committee conducted a comprehensive analysis that included proposals from department chairs and a survey of classroom utilization for the fall and spring semesters.

Using this information, the committee recommended that the following rooms receive technology upgrades this year.

Room	Technology
Brevard 138	Lectern with computer
Brevard 235	Lectern with computer
Carrier 119	Lectern with computer
Carrier 220	Lectern with computer
Coulter 422	Lectern with computer
Croft 204	Smartboard, computer, cart, and cabling
Farley	2 Smartboards
Guyton 113 or 313 (Education to choose preferred room)	60" Television
Hume 101	Lectern with computer
Hume 107	Lectern with computer
Hume 109	Lectern with computer
Hume 111	Lectern with computer
Hume 113	Lectern with computer
Hume 201	MLC226IP controller switch
Hume 215	Lectern with computer
Hume 230	Lectern with computer
Isom 103	Move TV from Isom 303 into this room, add mount and cabling
Isom 303	Lectern, projection screen, computer, sound system, controller

Feedback from faculty who regularly use this classroom technology has been very positive, and there is much interest in continuing the program.

## **Blackboard**

The Instructional Technology Standing Committee continues to provide valuable insight into the management and operation of Blackboard on the University of Mississippi campus. Blackboard is a Web-based, course management tool that has been in use by UM faculty for over sixteen years.

The Blackboard servers were updated to version 9.1 SP13 in December 2013 in order to provide new and improved features and increase compatibility with a wider range of newer Web browsers. One of the most notable features added was Inline Assignment Grading, which allows instructors to view student submissions directly in a Web browser. Instructors have the ability to enter comments, highlight text, and even add drawings and annotations directly onto the inline document view. All instructor feedback is then viewable to the student directly within the document. Another new Blackboard feature is Video Everywhere, which allows both students and instructors to record and embed video throughout a Blackboard course. Test enhancements were also included as part of this Blackboard upgrade. Instructors now have the ability to give extra time to students with disabilities or to reopen a test for a single student only. A test access log is now visible to instructors to help them verify student activity during an exam.

Last year, this committee helped to develop a Blackboard course removal policy, which stated the need to keep a minimum of four years worth of course data in the Blackboard Learn system. In June 2013, the committee oversaw the installation of the NU CourseLife Blackboard building block, which was then used to archive and remove old courses in an effort to implement this policy. The cleanup of older Blackboard courses will continue to be performed each June.

Three years ago, this committee reviewed the Blackboard Mobile Learn building block, which provides a nice interface to access Blackboard on a mobile device, and made the recommendation that the campus invest in this software. Usage statistics show that the utilization of the Bb Mobile Learn app has continued to grow with 203,494 mobile app logins between February and April 2014.

## **Learning Management System (LMS) Evaluation**

The University of Mississippi has hosted the Blackboard Learn LMS platform since 1998, when the product was named CourseInfo. In April of this year, the Instructional Technology Standing committee was given the task of performing an evaluation of the different Learning Management Systems in order to select the LMS platform that will be in place at UM for the next five years. As part of the selection process, the following initial requirements were set forth:

- Both vendor and on-premise hosted platforms will be considered.
- A vendor offered solution, which includes software maintenance and ongoing enhancements, is needed.
- Beyond a transition phase, one LMS platform is required.

The committee has established a timeline for the evaluation/selection process.

<b>Timeline</b>	<b>Evaluation Process</b>
May/June 2014	Review ECAR Faculty Study results
June 2014	Draft the LMS evaluation criteria
July 2014	Send RFI to vendors
August 2014	Coordinate vendor presentations
Fall Semester 2014	Attend vendor presentations, Seek faculty input through surveys, Instructor pilot courses
February 2015	Committee makes LMS recommendation

## **TACIT**

The Provost's Office continued TACIT, the program to replace faculty desktops, for the fifteenth year. The Instructional Technology Standing Committee provided advice and guidance on its implementation in Fall 2013. For the Fall 2014 TACIT cycle, the committee has recommended a modified timeframe, pushing the program to later in the academic year. These changes will allow purchases of the latest Apple products, which are routinely released in late October or November. These changes will also move the majority of the planning, ordering, training, and system delivery to the Spring 2015 semester.

## **Other**

Based on the success of the previous year's Technology Enhancement Week, offered during the fall semester, the Instructional Technology Standing Committee recommended that the Faculty Technology Development Center (FTDC) continue to sponsor these workshops each year. During September 2014, twenty-three workshops were offered, including; Adobe Photoshop Basics; All About the iPad; Blackboard Blogs, Wikis, and Journals; Blackboard Tests and Surveys; Copyright Law and the e-Classroom; Faculty Test Scanning; From Your Lectures to the Cloud; Introduction to Blackboard; Introduction to iTunes U; Introduction to the Blackboard Grade Center; Keynote – An Alternative to PowerPoint for Mac Users; Make Your Documents Accessible to People of All Abilities and Disabilities; New Features in Office 2013; Online Meetings: Adobe

Connect; PowerPoint; Record Lectures at Your Desk; Security Awareness Training; Self and Peer Assessment in Blackboard; Transitioning from Scantrons to Clickers in Your Classroom; Using Rubrics in Blackboard; UM Box; Using Blackboard to Create SafeAssignments to Detect Plagiarism; and Using Multimedia Classrooms on the UM Campus. Ninety-three instructors took advantage of these training sessions.