**Committee on Instructional Technology Report to the University Senate February 6, 2017**

**Report of Senate Instructional Technology Committee-February 2nd, 2017**

**Update on Blackboard-Jennifer Fox**

--Blackboard now hosted on Blackboard Corp. server instead of NJCU server-“managed hosting”. Blackboard corp has dedicated staff devoted to maintaining functionality

-----allows Blackboard to configure “building blocks”-similar to add-ons in web browser-such as publishers contents-e.g. McGraw-Hill

----if Blackboard crashes, NJCU contacts Blackboard corp and they fix it rather than NJCU staff involved in troubleshooting

Training sessions for faculty---On-line learning can schedule group training in Blackboard for departments, can offer training one on one and have on-line training sessions….

Training for students-students added to Blackboard two weeks before classes start—offer “cyberprimer

For students enrolled in on-line courses and provide them with instructions on using Blackboard and invite them to do cyberprimer

For students not enrolled in on-line classes: Under “My courses” students can find link to cyberprimer—includes practice areas…..

“We don’t know who is using Blackboard aside from on-line classes”—rely on professors to tell students about using Blackboard

Recommendations:

* Need to obtain full inventory of courses using Blackboard. Need to know how many instructors are using Blackboard and how many students are using Blackboard
* During Freshman and new student orientation, students should be informed about Cyberprimer so they know how to use Blackboard-let them know that Cyberprimer is available two weeks before start of classes.
* Important to reach out to non-traditional adult students, especially those enrolled in on-line course

**Master course list**

Registrar’s office no longer publishes master course list in print or on-line

Students have expressed concerns about lack of access to MCL which poses difficulties in planning their schedules

* Recommendation: Put MCL online and/or list all courses past and present on GothicNet
* Produce a searchable, interactive version of the MCL, with printable PDF functions, e.g. Terminal Four

**NJCU Website**

-Design of university website was moved from purview of IT to Marketing Department

-Outside contractor was hired to redesign website, designed primarily for marketing purposes

--Faculty/staff were not surveyed about how to improve website design/functionality

--Faculty profiles and entire departments are missing from website, links are broken

---Not clear who is responsible for updating content—faculty members are asked to use new platform to update information---training sessions offered but system is complex and learning curve is steep

--all content needs to be approved by marketing which delays the editorial process and limits faculty control over their own on-line profiles

Difficult to locate information using current website: e.g. faculty/staff profiles, faculty/staff directory academic departments

-------Difficult to find links to Blackboard on NJCU website, hard to find link to email, information on financial aid

Currently students, staff and faculty find it easier to locate essential academic information using Google

* Recommendation: Establish a dedicated web team composed of IT, Marketing, and solicit faculty input on website functionality. Need professionals who are tasked with updating and maintaining website in conjunction with faculty/staff member

**HDMI vs VGA connections**

Some classroom have HDMI inputs and others do not

-In some classrooms HDMI input is on the projector and not easily accessible

-Other classrooms have podiums with VGA inputs only

-Newer laptop computers do not have VGA ports and faculty are asked to provide their own HDMI to VGA interfaces

* Recommendation: all classrooms and conference rooms (including conference rooms in Karnoutsos hall) should have accessible HDMI ports for video/audio input.
* -cables should be provided at no cost to faculty
* -replace Extron video display boxes in all classrooms and conference rooms

**Survey of Technology Use for Students and Faculty**

It has been over 5 years since faculty and students were last surveyed by IT department about their technology needs

* Recommendation- Senate ITcommittee will work with IT and on-line learning office to prepare a new survey of Instructional Technology needs for students and faculty
* Use previous surveys by IT and online learning departments to construct new survey
* ---list of technologies that are currently available-what do you use? -what would you like to use?
* Compliance-Need to boost response rate
* Have Provost and Dean instruct all faculty to answer the survey

Respectfully submitted by:

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