

LEARNING RESOURCES COUNCIL
Friday, September 22, 2006
Minutes

A meeting of the Learning Resources Council was held on Friday, September 22, 2006, in the Darby Hall Board Room at Central Office. Attendance was as follows:

Official Members

Joseph W. Cliburn (Chair)	present	William Martin	present
David Besancon	present	Brenda Rivero	present
Nica Cason	present	Tom Taylor	present
Beverly Clark	absent		
Valerie Fairley	present	<u>Other(s) Present</u>	
Foster Flint	present	Leslie Gilliland	
Pattye Grady	present	Gwendolyn Carter	
Pam Ladner	absent	Anjelica Holliman, recorder	
Jennifer Leimer	present		
Richard Marlowe	present		

- I. CALL TO ORDER. Dr. Cliburn called the meeting to order at 1:00 p.m. He welcomed members to the 2006/2007 council and had everyone introduce themselves.
- II. APPROVAL OF AGENDA. The agenda was approved as presented.
- III. MINUTES OF PREVIOUS MEETING – **April 7, 2006**. The previous minutes of the Learning Resource Council have been approved by the Executive Council.
- IV. UNFINISHED BUSINESS.
 - A. EXECUTIVE COUNCIL ACTION. Dr. Cliburn stated that the Executive Council did not meet much over the summer. Dr. Sykes will be leaving at the end of this month to become the Assistant Commissioner at IHL. The PROMISE campaign, a major capital campaign that was planned to start prior to Hurricane Katrina, has kicked off. The four major emphases will include: support for allied health program, wireless networking, scholarships for students and support for professional development and the child care facility. Dr. Cliburn encouraged everyone to contribute to the campaign. Mr. Hess has set a goal of 100% participation. Another issue is a proposal to move to a tobacco-free campus. This is only in the discussion stage at this time. Mr. Bill Chan from Franklin University will be back at the end of October visiting the Jefferson Davis and Jackson County campuses.
 - B. CENTRALIZED CATALOGING. Ms. Fairley stated that everything is going smoothly. We are reconciling the books and video's for 2006-2007. The Perkinson Campus has 100 items; Jefferson Davis Campus has 201; and Jackson County Campus has 395, but lost some records.

- C. DISTANCE LEARNING. Ms. Leimer stated that the hybrid and web-enhanced class server has been moved to D2L. In December, Blackboard will no longer be available. Instructors need to migrate their course shells to the new server. Enrollment is looking good with 2,203 MGCCC students taking online classes. Enrollment is up about 8%. The distance learning training team will start training faculty in October. A virtual tour of D2L has been created for students. There was one created for Blackboard about four years ago. Ms. Leimer suggested that everyone login to see how it operates. The information for it is on the distance learning website. Orientation for students will start being done after pre-registration instead of the beginning of the semester. This is to help the students be better prepared.
- D. TITLE III GRANT. Ms. Gilliland gave a brief assessment center update. She passed out a handout that included the link to the website and the hours of operation. Hopefully, the website will help with the phone calls in the assessment centers. Itawamba Community College has appointment software, AppointmentQuest, which has been a success. The college has paid to get this software and we will start using it on October 1. Students can make appointments online to schedule tests. After the appointment is scheduled, they will get a notification email with a confirmation number. Mr. Taylor asked what will happen if the test is closed. Ms. Leimer said the student will get an email letting them know that the test is not longer available. The software will default and schedule the tests every two hours. Jackson County Campus will be hiring another test proctor. The next phase of the grant will be advisement and the advisement system. Ms. Gilliland announced that we welcome any comments or suggestions that you might have because it is a work in process.
- E. DOCUMENT IMAGING / COMPUTER CENTER UPDATE. Mr. Besancon stated that the Banner Permissions Committee has been put on hold. Dr. Cliburn stated that if someone needs access, it will be on an individual basis now. Currently, there is a job opening as a Computer Networking Tech. We are going to get away from using social security numbers on faculty and students. A person will have a unique identifier, but we will continue to keep social security numbers in Banner. Ms. Tincher-Ladner has written a white paper on how to do this. We are hoping to implement this by fall of next year. Noli progress has slowed down due to Hurricane Katrina and with more people using the network. The Student Services Council has taken steps to hopefully correct this problem. In the future, we will ask people to go online to submit a ticket request when they have a problem or need Computer Center assistance. This ticket request system is called Track It. Wireless campuses are a priority for the capital campaign. Mr. Besancon mentioned that there are concerns about the technology, since wireless network standards are changing rapidly. He also stated that wired connections are more reliable and that our primary network backbone should be wired. Wireless would allow outdoor and extended access in areas without hard-wired connections. The college will be implementing Microsoft Office 2007 and Microsoft Vista by fall 2007. There are significant changes in Microsoft Office

2007 from Microsoft Office 2003. Microsoft Office 2007 cannot read Microsoft Office 2003 files. Mr. Besancon said he is setting up professional development workshops through Stacy Carmichael and John Shows to train everyone through workforce.

V. NEW BUSINESS.

- A. PEER-TO-PEER FILE SHARING. Dr. Cliburn stated that he received information from the American Council on Education from Dr. Lott regarding peer-to-peer file sharing and copyright concerns. Mr. Besancon said that the Perkinston Campus has a device that recognizes peer-to-peer networking traffic. This device restricts bandwidth and causes peer-to-peer sharing to be very slow, which discourages it. There is also a firewall and it will not permit any traffic outside to go into anyone's computer. Dr. Cliburn said that the LRC group has been more in tune with copyright issues and this is an informational item.

VI. OTHER BUSINESS.

VII. FUTURE MEETINGS.

Friday, November 17, 2006 – Jackson County Campus

- VIII. ADJOURNMENT. There being no further business, the meeting was adjourned.