

## **Information Technology Council Annual Report for 2012-2013**

The information technology council undertook primary initiatives for focused on three main issues: Classroom Support, Electronic Resources, and General User Support.

### **Summary of the 2012-2013 meeting agendas.**

#### **September 19**

We met to discuss options and develop plans for the year.

#### **October 18**

**General discussion**

#### **November 20**

Discussed Expo

#### **December no meeting**

#### **January 17**

- Discussed agenda for spring
- Student Response Systems
- New D2L
- Multimedia storage
- Communication Gap, liaisons
- IT Expo conducted

#### **February 21**

- Discussed Student Response Systems (clicker) use. Recommend that OU generate a task force to provide a standard device for all (most) courses

#### **March 28**

- New oZONE landing page introduced
- The Book multiple advising application finished
- New D2L version to be introduced
- Banner 9 (grading) to be available this spring. Student enrollment with trial schedules due by 2014.

#### **April 18**

- Discussed faculty participation on the Ozone Change Request Committee
- It was suggested that I.T. needs to do as good a job as possible in promoting itself and its best products to the faculty
- Closed caption issues. 508 Compliance (ADA). Certain populations may be at a disadvantage if open-source videos are not captioned AND Kaltura .
- Discussion about use of portals.
- Discussed leadership groups and decision-making for new products. ITC? Faculty Senate Executive Committee?

## Classroom Support

The creation of the Center for Teaching Excellence and the publication of the digital initiative have been high visibility actions that add computer technology into classroom instruction. The ITC included evaluation of supporting technologies as one of its major focuses this year.

One of the major initiatives this year has been supporting the instructional mission of the University. OU has identified a goal of revising the instructional program to better compete with on-line and for-profit programs. That has included The ITC invited Mark Morvant to join our meetings. Over the year Mark has asked members of the ITC to help interview potential staff for the center. Many of the initiatives promoted by the CTE (videos, self generated books, classroom support technology) are information technology driven. Part of these initiatives included captioning for video presentations and finding a location for delivering the videos.

- The University has launched a “Digital Initiative” to integrate digital resources into the instructional curriculum. Looking at options for providing video supplements to classroom presentations. The biggest problems faced in this area have been providing closed caption narratives for videos and the other is providing a location to deliver them. ADA requirements demand that the university provide an equivalent experience in the classroom for individuals who may be hearing impaired. This means that any video must have text captions that provide an equivalent communications to the audio provided. The current University policy requires that any public facing video be captioned. Videos that are behind a password wall, such as D2L, need not be captioned unless there is a member of the class that needs them. During the year members of the ITC have attended several presentations by different vendors that propose to provide closed captions. None of them are automated and all rely on intervention by some person. The prices run to about \$150 per hour for all of them. We need to continue to investigate options, but this continues to be a serious problem with video supplements.
- A second problem has been finding a place to house videos so that students can access them. While D2L would seem to be a natural place to do this, the system does not have space for the size files that go with audio and video storage and it does not have the communication capability to play the clips directly. The University supports iTunes U for those who use apple products. iTunes U works fairly well for Apple products, but not nearly as well for PC’s. It requires that all videos be converted to Mp4 and does not integrate easily with D2L. In response to this, OU asked us to help review Kaltura, a service that integrates well with D2L and reformates videos into the various formats required by the variety of devices used by students. OU has purchased this service for use starting this fall. (See Appendix Kaltura.)
- Another issue that we considered is the use of Student Response Systems (“aka “clickers”). Different faculty have used them effectively, especially in large classes. Since there is no standard system, different classes have required different devices. A student may have to purchase two or more in a year. Working with Mark and Bruce Mason, the ITC passed a resolution to request OU to create a review group to decide on a single system/device that will

be the preferred device for the campus. The proposal will be considered by the faculty senate next fall. (See Appendix: Student response Systems.)

- Desire to Learn (D2L) is the University's classroom management system. This year D2L produced a new version that has a substantially different interface. ITC provides testers to evaluate the difficulty for faculty adapting to the new format. The upgrade was installed May 25.

## **Electronic Resources.**

The University uses a combination of Luminis and Banner, both products of Ellucian, as the engines to support oZONE. oZONE is the University student information system that supports classroom and financial functions for students and faculty. This product provides the student, faculty and staff access to the academic functions of the University. While this product has good functionality, its usability and user friendliness is weak. Last year the ITC added a faculty member to the Ozone Change Review Committee (OCRC). This has allowed us to push for interface changes to improve the interface to make changes to the interface and improvements to functionality that matter to faculty. Two years ago the Faculty Senate requested a number of changes to the system. The first of these changes was installed this spring.

Another issue has been the awkward interface into the oZONE system. We (ITC) created a User Experience committee within the OCRC to improve this interface. This will produce a major revision to be rolled out this July. (See Appendix oZONE.)

## **General User Requests**

Two years ago the faculty senate submitted several requests for modifications to systems that supported student welfare, primarily through advising. These requests dealt primarily with changes to "The Book," a custom developed interface into the Banner student records system. The two most critical requests were implemented this year. These will materially improve the ability of faculty and advisors to help students. (See Appendix Faculty Senate Requests.)

### **General:**

- OU IT contracted with Microsoft for free MS Office Professional
- Attended D2L video capture presentation
- Added Mark Morvant to the IPC. Now have an active student member.
- Member of the Ozone Change Review Committee and the Ozone User Experience subcommittee
- Attended Fall textbook alternative presentation by Mark Morvant in Fall
  - Tuition and fees: \$8705
  - Books: \$1200
  - Reviewed user assembled options and open textbook alternatives.
- Attended review sessions for alternative storage and delivery mechanism for multimedia by Kaltura
- Attended open textbook presentations by Mark Morvant and by the Open Stax organization.
- Attended recruiting presentation for William Farrell as member of the Center For Teaching Excellence (Mark Morvant's center) as a ADA expert. Also attended the presentation from Dr. Felix Wao, candidate for Director of Assessment for Learning.
- Participated in user test for new D2L interface

## **Appendix : Student Response Systems**

### **Student Response Systems Resolution:**

***Resolution to Request the University of Oklahoma Administration to form a task force to determine a recommended and supported Student Response System (aka "Clicker") for campus instructional use.***

*Student Response Systems (SRS) are coming into common use, particularly in large classes, as instructors attempt to get more interactivity into the classroom experience. Students pay the overall cost of acquiring these devices in the same way that they acquire other course resources. Since several different devices are in use on the campus, this sometimes means that a student must acquire several different devices. It also means that Information Technology classroom support is divided among the different devices.*

*A better solution would be to settle on a preferred device and an easy way for students to acquire that device so that the student and university can focus their resources. As with all technology, the SRS technology is evolving rapidly. It is not suggested that this selection indicate a permanent commitment. The primary use of the devices is for large introductory courses which are usually taken in the first two years of a student's career. Periodic review of the recommendation would be appropriate.*

*The task force should be empowered to make a university wide recommendation about technology and acquisition process. It should include representatives from Information Technology, University administration, and classroom instructors.*

### **Update:**

Greetings all,

A quick update on what is happening with the review of clicker systems on campus.

I have received 7 responses from faculty to the survey sent around at the end of last semester, and will get together a summary of the responses this evening or tomorrow.

I have gotten back responses from the vendors that I sent requests. I'll have these posted and available shortly as well. I'll also work on a summary of these, although that's going to be a bit more difficult because of the variation in responses.

Turning is going to work with a couple of experienced faculty members next semester on using their clickers. This will give us some direct comparisons between systems.

A couple of vendors are interested or planning to be on campus this summer to do presentation on these systems. I hope some of you will be able to join these. One vendor is going to be in Oklahoma in a couple of weeks. I'll send out information about this in the next message.

Hope your summers have started well.

Best,  
Bruce

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Bruce Mason, Assoc. Prof.  
Homer L. Dodge Dept. of Physics & Astronomy University of Oklahoma

## Appendix Faculty Senate Requests

Holds:

### **ANNOUNCEMENT UPGRADE OF "HOLDS" IS NOW IN THE "BOOK"**

We are pleased to announce that the "HOLDS" component of the upgrades designed to improve the functionality and usability of the "Book" for faculty, staff and administrators has been deployed into production. The changes are significant in scope and application, but we feel confident that the new design and screen interaction are intuitive enough that training sessions and or new sets of instructions to current users is NOT needed. We do, however, want to advise you on some of the new benefits and operating conditions of the "HOLDS" process in order to assist you in making the transition from sending this information to Enrollment Services to using the new screens.

- 1) Colleges will identify those authorized to update student records from this tab on the Big Page in the "Book" for "Holds", individuals with current authority to remove advising flags may also now use this tab as well without additional authorization.
- 2) Access of this tab requires the normal process of loading a student to the "Book", then selecting the "Big Page" and then the "Holds" tab. You can release or set new holds based on your authorities although you can view all student "Holds". Releasing a hold is immediate. Placing a hold is immediate by default, but may be altered to a future date to become active. This typically happens when you want to lift a hold so a student may enroll or add/drop.
- 3) Advising "Holds" is simply an On/Off setting by term.

If you have any questions or need assistance, please contact Debbie Blevins at 325-1084.

Overrides:

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## Appendix oZONE:







The UNIVERSITY of OKLAHOMA



Welcome Boomer | [Log Out](#)

Home

Money


Academics

Faculty and Staff


Employee


Campus Life


Libraries





Quick Links


 Desire2Learn


 Enroll


 Web Mail


 Campus Map


 Pay Bill


 Add/Drop History


 Financial Aid Missing Info


 IT Help


 Advising


 Degree Navigator


 Financial Aid Awards

 The Book

 IT Store

 Look Up Classes

 Writing Center

 INB

Other Helpful Links

[Academic Calendars](#)

[Career Services](#)

[Housing & Food Services](#)

[Tutoring](#)

[Academic Integrity](#)

[Goddard Health Center](#)

[Recreation Services](#)

Order Books


Select the appropriate term button to go to the OU Bookstore (operated by Follett) to see textbooks and other related materials.


[Purchase Books at the Bookstore](#)


Bursar


Spring 2010	\$0.00
Fall 2010	\$0.00
Spring 2011	\$0.00
Summer 2011	\$0.00
Fall 2011	\$0.00
Spring 2012	\$0.00
Fall 2012	\$0.00
<b>Account Balance</b>	<b>\$0.00</b>
<a href="#">HOLDS</a>	


Personal Information

 [Update Addresses and Phones](#)

 [Update E-mail Addresses](#)

 [Update Emergency Contacts](#)

 [Update Race and Ethnicity](#)



The University of Oklahoma

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Norman, OK 73019-0390

(405) 325-0311

Accessibility

Sustainability


HIPPA


OU Job Search


Policies


Legal Notices

Copyright









Updated 5/31/2012 by The University of Oklahoma: webcomm@ou.edu

## Appendix. Kaltura:

Good news! Nick Hathaway approved our recommendation of Kaltura and noted the due diligence conducted in evaluating this solution.

Thank you for your time and efforts in helping to make this happen and making this possible for our academic community!

We'll be sure to keep you informed of upcoming planning sessions to prepare for the rollout of this new service.

*Loretta*

**From:** Wade Howard **Sent:** Friday, May 24, 2013 11:55 AM

**Subject:** Kaltura Welcomes The University of Oklahoma

Good morning,

It is with great pleasure I am writing to introduce the newest member of the Kaltura family, The University of Oklahoma. They will be utilizing Kaltura's Cross Campus Suite with Kaltura MediaSpace and Desire2Learn Video Extension for managing media for their students and faculty. Copied on this email is JEB Sheriff, who is our primary point of contact and their Learning Spaces Analyst. His contact info is listed below so please reach out directly to him when we have assigned a project manager and are ready to coordinate introductions. JEB would like to have the kickoff as soon as possible.

Of special note is the proximity of The University of Oklahoma to the community of Moore, OK, that was devastated by a tornado this week. The campus is 5 minutes away. The entire campus has been involved with supporting their neighbors, however, the team evaluating and procuring Kaltura continued their contract evaluation and approvals this week. G Gooder and I worked with this team and from our first conversation, to a very well coordinated and productive campus meeting, and all the way to this morning's contract approval and check in call with them, they have been the greatest group of professionals. Our hearts and thoughts are with them as they continue to support and rebuild their community.

Contact:

J.E.B. Sheriff

LEARNING SPACES ANALYST

OU Information Technology

Thank you and look forward to joining you on the kickoff call!

Sincerely,

Wade Howard

*Sales Executive – Education*

*Kaltura Inc*



## ***oZONE Request Form***

<b>Name of Request:</b> Modify the current overrides screen		<b>Request Date:</b> 9/12/2011
<b>Requestor:</b> Faculty Senate	<b>Department:</b>	<b>Email address:</b>
<b><i>Request Short Description:</i></b>  <b><i>Make fields sticky throughout the session only changing when the user changes them.</i></b>		
<b><i>Request Detailed Description with Justification:</i></b> <ol style="list-style-type: none"><li>1. Log into Ozone</li><li>2. Click on Faculty and Staff tab</li><li>3. Click on special permissions and course overrides</li><li>4. Click in search box</li><li>5. Load student ID or name</li><li>6. Click Search</li><li>7. Click on student ID number</li><li>8. Click on overrides</li><li>9. Select a term (drop down)</li><li>10. Click on Select Term to Enter</li><li>11. Click on New student override</li><li>12. Select campus (drop down - Norman)</li><li>13. Select college (drop down - College of Engineering)</li><li>14. Select department (drop down - IE or Engineering)</li><li>15. Select subject (IE)</li><li>16. Select course number (drop down - XXXX)</li><li>17. Select override needed (drop down - Twelve to select from)</li><li>18. Enter section number</li><li>19. Click create</li></ol> <p>Then repeat steps 8 – 19 if you need to enter more than one override per course or multiple courses for same student.</p>		
<b><i>Drop-Dead Date Needed in Production:</i></b>		

Submit request to oZONE Change Request Committee via email to [ozoneinfo@ou.edu](mailto:ozoneinfo@ou.edu).

**For oZONE Change Request Committee (OCRC) Use:**

<b>Type of Request:</b> Change to current system <input type="checkbox"/> Enhancement <input type="checkbox"/> Report <input type="checkbox"/>		<b>Tracking Number:</b>	<b>OCRC Sponsor:</b>
<b>Additional information:</b>     			
<b>OCRC Review Date:</b>	<b>OCRC Recommendation:</b> Approve <input type="checkbox"/> Deny <input type="checkbox"/>	<b>Priority:</b> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>	
<b>Executive Steering Committee Review Date:</b>	<b>Executive Steering Committee Recommendation:</b> Approve <input type="checkbox"/> Deny <input type="checkbox"/>	<b>Priority:</b> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>	



## oZONE Request Form

<b>Name of Request:</b> Create a new special permissions screen by ID		<b>Request Date:</b> 9/12/2011
<b>Requestor:</b> Faculty Senate	<b>Department:</b>	<b>Email address:</b>

**Request Short Description:**

*Create a special permission screen similar to OE that allows you to give the same permission to multiple students by typing in their IDs.*

**Request Detailed Description with Justification:**

1. Create a streamlined way to post on-line permission. I would like to see one screen with buttons I could click one time, no matter how many different types of permission need to be posted for a specific class. Do away with the drop-down boxes. They are cumbersome and annoying. In order to give our 6 new Ph.D. students permission for 3 courses, I have to go through the drop down box process 2 times per class per student. That is 36 times I have to go through the entire drop down box process just for 6 students. I really miss the ability to give a group of students permission for the same class, like we had with the previous system.

**Drop-Dead Date Needed in Production:**

Submit request to oZONE Change Request Committee via email to [ozoneinfo@ou.edu](mailto:ozoneinfo@ou.edu).

### For oZONE Change Request Committee (OCRC) Use:

<b>Type of Request:</b> Change to current system <input type="checkbox"/> Enhancement <input type="checkbox"/> Report <input type="checkbox"/>	<b>Tracking Number:</b>	<b>OCRC Sponsor:</b>
<b>Additional information:</b>   		
<b>OCRC Review Date:</b>	<b>OCRC Recommendation:</b>  Approve <input type="checkbox"/> Deny <input type="checkbox"/>	<b>Priority:</b> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>
<b>Executive Steering Committee Review Date:</b>	<b>Executive Steering Committee Recommendation:</b>  Approve <input type="checkbox"/> Deny <input type="checkbox"/>	<b>Priority:</b> High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>