PRESENT: S. Cheng (Chair), G. Bawden, T. Cunningham, A. Exner, R. Kleer, P. Sinclair, D. Stilling, Shannon Kuntz (Recorder)

REGRETS: C. Butz, A. Buehler, G. van der Ven

The meeting was called to order at 1:04 p.m.

1. Approval of the Agenda

   MOTION: D. Stilling/R. Kleer – That the Agenda be approved as circulated with the addition of “Turnitin” to the end of agenda. All in favour. CARRIED

2. Approval of Past Minutes

   2.1 Minutes of the Joint ITAG and TLAG Meeting of January 31, 2017

   MOTION: R. Kleer/G. Bawden – That the Minutes of the ITAG Meeting of January 31, 2017 be approved as circulated. All in favour. CARRIED

3. Business Arising from the Minutes

   None.

4. Items for Discussion

   4.1 Research data management

   A. Exner met with Sally Gray and Associate Deans of Research regarding the Leadership Council for Data Infrastructure (LCDI). Consultations will be taking place with various people on campus. Research data issues have been delegated to ITAG. A. Exner has asked that ITAG be available to provide advice and counsel for inquiries regarding research data management.

   4.2 Virtual classroom

   A. Exner has been meeting with Faculty of Science to strategize on how to join different classes virtually. Some classes have students from different locations. In some cases, due to large class sizes that don’t all fit in one classroom, classes are split between different locations on campus. Registrar’s office is supportive of this initiative. Question was raised as to how much effort should be put in to this project. Additional costs are limitary. It could foster collaboration between units and different campuses. It was agreed to put this on next meeting’s agenda since it will be a joint meeting with TLAG and will allow the TLAG members to weigh in on this discussion as well.

   4.3 Zoom

   An institutional Zoom license has now been secured. There hasn’t been a campus-wide announcement yet as Information Services isn’t equipped to deal with requests. Discussion took place regarding training for Zoom during the next academic year. CTL could offer training from a pedagogical perspective and Technology Learning Centre could provide technical training in the features of Zoom. It was suggested that S. Cheng can make plans and
Information Services and Technology Learning Centre can catch up. There are a couple of technical questions yet to be resolved. Effective May 1st, Zoom is available to anyone who requests the service.

4.4 Congress 2018 update
L. Sywanyk will begin to implement 63 Smart classrooms to prepare for Congress 2018. Smart classrooms will be set up the same as our existing Smart classrooms. Smart carts are still available for the other rooms.

4.5 UR Courses (Moodle 3.1 upgrade)
T. Cunningham reported that UR Courses is currently moving from version 3 to 3.1. He is waiting till the last weekend in April to do this upgrade and to prepare for the Spring semester. Turnitin integration into UR Courses has been encountering issues and more support is needed.

4.6 Kaltura CE upgrade
T. Cunningham reported that it has been a work in progress to replace the streamer service. Currently trying to determine how to transfer the old content into the new. Plan is to move from Version 6 to 12.

4.7 Google suite and Microsoft 365
R. Kleer has been gathering information about Google suite and Microsoft 365 as to how it would serve the institution right to the end user. He will be having a conversation with University of Guelph next week as they recently switched to Microsoft 365. University of Alberta switched over to Google Suite five years ago. R. Kleer will provide a report to ITAG and TLAG at our next meeting.

4.8 Turnitin
Library and CTL have a service agreement with Information Services regarding Turnitin. S. Cheng inquired that since CTL will be re-organized soon and not under the Library, should Turnitin be hosted somewhere else? Principally speaking it should stay under the CTL.

5. Other Business
None.

6. Next meeting (Joint ITAG-TLAG meeting, May 11, 2017 at 1 p.m)

7. Adjournment
D. Stilling called the meeting to adjournment at 2:40 p.m.

Stephen Cheng
Chair