

**MINUTES**  
**MTIS Cluster Meeting**  
**October 19, 2011**  
**1:00pm**  
**BA106**

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**ITEM 1. WELCOME NEW STAFF!**

Discussion: Bill introduced the new LW Coordinator of Media Technology, Ricardo Reyes, to the group. Ricardo told everyone a little about himself and his experiences in media.

Data/data source: (where appropriate)

Action: n/a

**ITEM 2. CCUMC - RECAP**

Discussion: Willie and Bill recently attended the 2011 Consortium of College and University Media Centers (CCUMC) conference held in South Padre, Texas. They shared with the group topics that were discussed at the workshops which included: emerging technologies, wireless power for laptops, audio/video capture, annotation, whiteboard paint, streaming capabilities, and classroom design for student group projects. Current media equipment and plans for future classroom multimedia equipment upgrades are inline with other universities and colleges.

Data/data source: (where appropriate)

Action: n/a

**ITEM 3. NEW EDITING COMPUTERS**

Discussion: IT has obtained quote for new editing computers and all campuses should have them in January.

Data/data source: (where appropriate)

Action: IT requested that Media staff review the computer specs before IT purchases them.

#### **ITEM 4. COMCAST DIGITAL CONVERSION**

Discussion: Comcast is in the process of switching from analog to digital signals. They have provided digital converters to both PBG & LW. Comcast will be contacting Willie shortly to schedule the change over for BR campus

Data/data source: (where appropriate)

Action: Mac will send out a copy of Comcast channels to Managers.

#### **ITEM 5. LIVE STREAM FROM CONVENTION – 12/16/11**

Discussion: December 16 will be the first live stream of a Palm Beach State graduation. This will be a team project with MTIS members from all campuses participating. Hosting may be from LW campus.

Data/data source: (where appropriate)

Action: MTIS and IT teams will schedule a site visit in November to review system connectivity and requirements.

#### **ITEM 6. HP CHECKOUT LAPTOPS - UPDATE**

Discussion: LW campus laptops have been upgraded to HP models. Campuses are experiencing some mouse related issues with the new laptops. Checkout laptops must be connected to docking station for employee authentication that will permit them to access computer programs off campus.

Data/data source: (where appropriate)

Action: MTIS staff will follow up with IT regarding the mouse related issues with the new laptops.

#### **ITEM 7. LOCATION FOR NEXT MTIS CLUSTER MEETING**

Discussion: Again the group discussed alternating cluster meeting locations so that other MTIS support staff can attend. The next meeting will be in March 2012 and will be at the PBG campus.

Data/data source: (where appropriate)

Action: Date to be finalized in spring.

## ITEM 8. MEDIA'S ROLE IN CRITICAL THINKING

Discussion: MTIS group joined the Library Cluster for a recap of the college's round table discussions on critical thinking. Librarians who attended the round table event reported to the cluster groups some of the ideas that were discussed. MTIS and Library Cluster voted for the top 3 ideas:

- Use of technology to provide resources for students to gain knowledge that will help them think critically. Develop classroom designs that will aid students in group study projects.
- Evaluation of resources that will increase student base knowledge and allow them to develop critical thinking skills
- Discussion of ethical issues

Data/data source: (where appropriate)

Action: MTIS would like to be involved in faculty discussions that would enable media staff to assist with multimedia classroom designs that would best support the development of students' critical thinking skills.

### **Other Discussions:**

- Renewal of video streaming programs – currently the total number of users accessing streaming media is not available to determine if funds should be expended to renew the programs.
- RFP for replacing videoconference systems is still moving forward
- Discussed possibility of having a simulcast MTIS Open house at all campuses
- Discussed ideas, workshops, etc. to PR the MTIS departments and services
- PBG is in the process of developing an online Learning Object Depository

### **Attendees:**

Bill Buntin	Willie Ford	Chris Cobb
Ricardo Reyes	Jenn Bunnell	Yvette Hernandez
Lydia Runkle	Mac McDowell	Billy Reddy
Jerimiah Ayala	Jhanak Thapaliya	Lisa MacMullen
Sharon Bethea		

Submitted by:

Sharon Bethea  
*Scribe*