

COEHD Tech News

Tips and Ideas

- UTSA email accounts are limited to 95000 KB. Delete old messages or archive regularly.
- Sending out a flyer on the COEHD runner? Make sure that it takes less than 300 KB of memory or you may be causing email inboxes to be shut down.
- Do you need help with WebCT? Tony Debarros is available M-F to help you on either campus, ext. - 4519 or Tony.Debarros@utsa.edu

Student Lab Hours:

Main Campus:

MB 1.410

M-TH 10-4

F – 10-2

MB 3.448 (WebCT)

M-F 8-5

Downtown Campus:

FS 3.412A

M&W – 2:30 – 5:30

For latest hours see

<http://coehd.utsa.edu/>

Students/labs/home_labs.htm

News you can use!

This newsletter informs you about the work of the COEHD Information Technology (IT) Unit and the Ad Hoc Technology Committee. Not only will you find information about committee actions and plans for technology in the college, you will also learn about new resources and tips that can help make your work more efficient and hopefully more productive. The two-page newsletter will be distributed each month through the COEHD listserv. Please distribute to staff, faculty, or students who may not receive messages through the listserv. Send comments about format or content to patricia.mcgee@utsa.edu

COEHD Web Access

In August of 2006, UTSA experienced an infiltration into campus Web servers that resulted in the closing of server access by staff, faculty, and administrators in the COEHD. As you may know, personnel data was at jeopardy and every precaution has been taken to protect the personal information of all employees. Although not all of the security problems have been resolved, the COEHD IT staff will be able to allow access by designated staff to department Web sites the first week in November.

Each department will assign one staff person (not a student or temporary worker) to be trained on accessing COEHD Web servers. One back up person (who may be a faculty member) will also be chosen. Once these Web wizards have been trained, departments will be able to update and add content to

Tech Committee Charge

This committee includes representatives from each of the departments and division as well as staff members who support technology across the college. The committee members are charged to represent departmental, faculty, and student needs for technology as relates to communicating, interacting, archiving, teaching, and learning.

Each department and division has one primary representative and one alternative representative who must attend meetings if the primary cannot attend. Decisions are made at meetings that are critical to your unit – make sure you have a representative at each meeting. The next meeting is Friday, November 17 at 11 AM on the 1604 campus in MB 0.328.

their Web pages. If departments or division does not have the requisite software (Contribute™) the IT unit will purchase for them. Contact Jorge.Garza@utsa.edu.

All COEHD Web pages will use a template in order to satisfy and comply to UTSA standards and federal disability standards. Using these templates will ensure that Web pages appear correctly and clearly. They will also reduce the amount of time that staff will need to update content.

By December, faculty will have access to the Web site(s) for which they are responsible. Because faculty require off-campus access, secure protocols must be established to ensure the safety of the COEHD and university systems, hence the time needed to make off-campus access secure.

COHED Long Range Technology Plan

Committee Members:

Tony Debarros, WebCT
Jorge Garza, COEHD
Marybeth Green, ILT
Jianmin Guan, HKN
Wanda Guntz, COEHD
Marisol Johnson, COEHD
Patricia McGee, CEPHAE
Ray Padilla, ELPS
Kimberly Perez, TE Office
Patricia Sanchez, BBL
Alicia Steeves, COEHD

Input? Contact:

P. McGee (Chair)
Patricia.mcgee@utsa.edu

President Romo has deemed 2006-2007 the *Year of the Plan* and technology is part of the plan. The Ad Hoc Technology Committee will draft a long range plan by December 2006. As part of this process, members of the committee will be asking staff, administrators, faculty members, and students about their needs and visions for the next five and ten years. Part of our planning involves monthly usage reports for all COEHD computer

labs and WebCT courses.

Departments are asked to consider and compile their projected needs over the next 5 to 10 years including: hardware (e.g. computers), connectivity (e.g. campus, off-campus), software (upgrades, new tools), Web space and services, teaching and learning tools and supports. The committee will begin collecting this information in November.

New IT funds benefit the COEHD !

The COEHD initiated a technology course fee in Fall 2007. Other UTSA colleges have had such a fee for some time and it has enabled them to increase employees, services and resources. The COEHD plans to expand IT staff and services thanks to funds now available.

The COEHD will welcome a new IT employer in November, joining Jorge Garza (Systems Analyst II, 1604), Marisol Johnson (IT Associate I, 1604), and Don Stofko, Support Specialist II, DT). The new person will help support

the computer labs. Two additional employees will be added before the end of the year.

Expanded Web servers, software, and classroom technology (included mobile labs) are just a few of the immediate uses of the new funds. Additionally, some modifications will be made to existing labs. Finally, the room in which the computer servers are stored will have a separate AC installed so we won't be jeopardy of losing a server due to the high heat that is generated when several servers are stored in one area.

In case you didn't know...

The advent of 'instant' publishing on the internet has created a virtual world in which everyone can be a publisher. Online Web logs or "blogs" are used in K-20 education for a variety of purposes. Blogs allow one or more individuals to post articles or reflections in a chronological order. Collaborative writing tools such as Wikis allow multiple users to edit a shared page. There are many no-cost or low-cost services that allow shared editing in real time. If you use WebCT and want to use a tool, you can link to the tool from WebCT, Tony Debarros will be happy to show you how to do this. If these type of tools interest you, check out the resources listed below.

Class Blogmeister - <http://classblogmeister.com/>

Notemesh - <http://www.notemesh.com/>

Google Writely - <http://writely.blogspot.com/>

Social Text - <http://www.socialtext.com/>

Group Scribbles - <http://groupscribbles.sri.com/>

stu.dicio.us - <http://stu.dicio.us/>