1. Approval of February 25th Committee Meeting Minutes

2. Review of Cisco New Infrastructure Proposal
   - TelePresence
     i. Perm TelePresence Vs Cloud TelePresence
        o Licenses
        o Sizing
        o Redundancy
        o Response Time
          ➢ Connectivity
     ii. Transcoding
   - WebEx
     ii. Collaboration Meeting Room (CMR) / Licenses
        o Teachers ➔ 500 sessions
        o Students ➔ 8 sessions
     ii. WebEx Helpdesk Support Center
     iii. Blackboard Interface ➔ Class scheduling Interface
   - Jabber
     i. Jabber Client
     ii. Jabber Guest
   - VBrick
     i. Cloud Option
        ✓ Benefits & Features
     ii. Perm Option
        ✓ Benefits & Features
     iii. Security

3. Storage WorkFlow Design
4. Service Level Agree, Policies and Standards
   - Review for approval → Video Conferencing Service Policy
   - Review for approval → ITS Video Conferencing Services Memorandum

5. Committee Goals and Objectives
   - Develop TelePresence customer requirements and a Site Acceptance Test Plan.
   - Establish a five year (5) growth (based on current use) along with costs for a period of five (5) years.
   - Establish a course of action for training and development to assist students, faculty and staff on using Video Conferencing Tools.
   - Develop, support and foster Video technology plan to enrich learning environments.
   - Discuss and recommend funding models (grants, student technology fees, department funding’s, etc.).
   - Increase the number of online courses.
   - Improve accessibility of campus TelePresence technology resources.
   - Promote the benefits of telepresence.
   - Establish best practices and a shared model to be applied to all the smart classrooms and meeting rooms.