

Etudes Board of Directors Meeting Notes – May 13, 2010

Present: John Wagstaff (Chair), Eric Ichon, Ed Gould, Jon Townsend, Charles Severance (Secretary)

Ex-Officio: Vivie Sinou

Guests: Glenn Golden

Absent: Dianne Rosner (Vice-Chair)

Meeting Comes to Order at 3:09 PST, Terra Room, Crowne Plaza, Burlingame, CA

Review of the November 6 minutes - Move to Approve, Second, Approved.

Agenda - 3.1 moved to after 3.5

3.2 Etudes Production - Glenn Golden

Production is very solid. Transition started November and went through December. We were up by December 27. Transition is very smooth. Performance is great - support from LiquidWeb is superb. Cost will be \$25K less in annual steady-state for a far more robust production environment. There was some holding hands regarding roster upload after the first of the year - it emphasizes the need to be light in changing processes.

3.3 Software Development

We have been working on ATS for a year and releasing iterations as they are finished. We just released milestone 11 yesterday. We have two more milestones and we will reach a plateau. New versions of Melete and JForum will be released soon as well. We just finished a re-factored Syllabus taken from Sakai 2.6. Refinements were made to align Syllabus with Etudes tools and clean up some problems, particularly with Word paste. Design and prototyping work is under way with two tools, Course Map and Activity Meter, which will be our focus for the next 12-18 months. Design and project planning is starting. We held a Design Users' Requirements Gathering meeting to get input. End-user reaction is very strong and positive, both at the Requirements meeting and during our sessions at the Summit. We will experiment with bringing the whole team to bear on the development. Hopefully this will be part of the Christmas rollout for this year for the first generation of these new tools, with 1.1 releases to follow later. We are also working on ATNS specs to support online course evaluations.

Many people from Sakai have adopted our tools so there is plenty of regular communication.

Looking into possibilities for writing Etudes Mobile Apps on the back burner. There is gently increasing faculty and executive interest on the various campuses.

Glenn Golden leaves the meeting.

3.4 Community Update

Lost LA Mission, Porterville and Bakersfield, to Moodle. All three schools were small customers.

Vivie is gently shifting her efforts working on new business with visits to TechEd, San Diego, and others. We sent a letter to all the community college presidents. Looking forward to the next year, we are looking at booths at the League and TechEd and a quarterly newsletter.

We grew 22% this year in terms of seat count.

6. Next Summit Time and Location

Linda Thor to be invited as keynote speaker for Summit 2011, Motion, Second, Pass.

Plan is to go back to Los Angeles next year. Discussion included going back to the DoubleTree near LAX (low costs) or possibly Long Beach, Ontario Doubletree, and possibly the Hyatt Anaheim. Strong preference for Long Beach by members. Late April / Early May preferred.

Suggestion to include questions about possible sites in the post-summit evaluation survey.

Discussion of a President/Senior Staff roundtable - perhaps a half-day pre-conference.

Will strive to include awards for the next Etudes Summit.

3.1 Financial Report

Next year's fees are due July 21 - some have prepaid and are kept separately.

Discussing ways to increase reserves more rapidly. Health care is quite expensive - will continue to do some shopping. Net savings on hosting allowed for reduction in per-seat prices this year.

In the future, Etudes will be the way to hold your FTES while cutting costs.

We'd try to keep fee increases to 3% or less next year. If we get new members, we can reduce fees.

Discussion of taking an eager approach to identity for students and teachers working with the CCCC.

5.1.1 Chief Architect Compensation - Adjustment

Move Second, Approve.

5.1.2 Project Coordinator - Adjustment in Position

Move to allow ED to adjust compensation Second, Approve.

6. Next Board Meeting

Proposed date: Anaheim October 15, 2010 - right after the Educause Conference.

Meeting adjourned - 5:04 PM