MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

Attendees: Carolyn Morgan, Riley Corbett Moores, Scott Aaron O'Keefe, Sean O'Neill, Vita Omelchuk

Regrets: Alison Farrell, Gerard Farrell, James Valcour, Kelly Dawson, Steve Pennell

Topic	Details	Action Items and person responsible
Agenda review - Review for Conflict of Interest - Confirmation of Agenda	No Conflict of Interest	
Review and approval of prior minutes	Minutes Approved Carolyn Morgan 2nd Riley Corbett Moores	
UPEI AV Project **Phase 1:** 1M102 floor wells COMPLETE; **Phase 2:** power upgrade COMPLETE; **Phase 3:** Baseline Canarie network testing being planned between MUN & UPEI Desk in 1M102 can only be moved by HSIMS due to the desks being tethered to the floor.	It is a massive project that started last year. A whole bunch of conduit was put in along with microphones and power to the desks per the request coming from the Med students. Phase 3 is about testing the network connection between Charlottetown and MUN in the next couple of weeks. Another long-term goal is the Auditorium upgrade (HVAC, lighting & AV) with the tiered and accessible seating in the front (100 people). This would be a way of getting the 2nd tiered lecture theatre.	Sean

MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

	The desks in 1M102 can only be moved by HSIMS because each desk is plugged in, and they have got the microphones with the button and the power. That room has become less flexible. There are a few tables by the back that are not wired up, which are available if extra set-ups are needed. **Students' comments:** 1M102 upgrade was much needed and is a huge benefit. There has been a notification that the power was not working in one of the desks in the back right of the room (if you're looking at the screen).	PC Consultants will look into the power issue.
Small learning rooms will receive Poly R30s for future breakout sessions with UPEI; expanded lecture capture abilities due to AV upgrade.	Poly R30s will be put in the small group learning rooms so that we can connect other small rooms in PEI. They do surprisingly well in a large room. We are expanding our lecture capture abilities due to the AV upgrade. It still works the same way. **Students' feedback:** When it was first upgraded, there were some technical issues, but they are resolved now. Adam Siscoe has been extremely helpful.	Sean

MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

	Lapel microphones: there is often a dead space/cutting out. Handheld microphones: if not held right, your hand can shield the antenna, and a weak zone becomes a dead zone. We are working on getting new microphones. We use more Cisco Webex for lectures, but Teams is just slowly taking over. Both are installed in the rooms. We are going to be using Cisco High End codecs to connect to PEI state-of-the-art stuff: two codecs per room.	
UPEI/MUN Considerations-Updates	In August 2025, there will be 20 students in Charlottetown, PEI. Steve, Perry and Sean went to Halifax for an AV convention, where met with Sean's counterpart at Dalhousie and watched how they connect. UPEI have a really strong team of people, and they are ready to get going in August. Canarie is like a fiber optic cable that connects all the universities and research facilities in Canada instead of the Internet. As Canarie has massive amounts of bandwidth, it is	Platform/tools to make sharing of information and communication between UPEI and MUN better outside classrooms - this will be deferred to the next meeting when Steve is back.

MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

	like a segregated second Internet. We are going to start testing soon. There are also all kinds of accreditation requirements, so we are working with those. Dalhousie has three tech reps in the backroom. We will have two people in the room behind 1M101 who will run the whole thing. They will be able to speak to the faculty member and switch the screens around. If there is a problem, they will be right there. **Student suggestions:** It would be a good idea to try to get an incoming first year involved with this committee because they will deal with quite a few more tech issues. Riley and Scott will not go through the UPEI cohort coming in.	
OCIO update	OCIO is the main campus IT department. They are very busy with the upcoming Canada Games. They are also moving more and more to the cloud, doing some upgrades on the admissions system. We are working with the main campus IT network department to make the connections through this Canarie network to UPEI.	

MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

Phase 4 Review – impact on T-Res/one45? Final presentation to UGMS Feb. Myself and David Stokes are on the implementation team.		Deferred to next meeting when Steve is back.
NLHS EPIC project	EPIC is the hospital information system, a $660 million two-year project to replace Meditech. We have already been talking to the OCIO of Newfoundland Labrador Health Services about having access to Epic for clerks and residents, and access to testing, which will enable us to teach people how to use it and look at some of the features to have a full comprehensive view of the patient and pharmacy information.	
1M118 Mersive? Any thoughts?	It is easy-to-use, functions well and achieves the desired result. **Student suggestions:** Improving adaptability to monitors could be facilitated by implementing a more streamlined solution, such as hardwiring.	
Library services update MUN/UPEI		Deferred to the next meeting when Allison is present.
Student Issues	**Disabling a push-to-talk feature:** people actually hit that button, and it does interrupt classes sometimes. It does not happen frequently, but it	

MEMORIAL UNIVERSITY
Faculty of Medicine

iTAC
Minutes

Thursday, January 23, 2025
4:00-5:00
Microsoft Teams Meeting

	causes some interruptions and cuts into lecture time. **Uploading lectures remotely for the day to the to the appropriate laptop:** in some cases, that could make things a bit easier. **Transcriptions on lecture capture:** students have asked for text transcriptions of lecture captures, which has also been brought up in Dean's meetings.	Broadcasting through Webex to get that done might be a good solution for next year – Sean.
New Business? • Expansion of the medical school	There will be another five seats added. We had to expand the computer lab in the library because it did not hold enough. This is nearly done. We are also going to put up another screen, and the screen will run off the projector.	
Next Meeting	**April 17, 2025**	