

MINUTES, March 16, 2017: TECHNOLOGY COMMITTEE

MEMBERS PRESENT: Jeremy Collins; Veselka Danova; Vanessa Engstrom; Alice Ho (Archivist); Sam Gonzalez Scott James (Secretary); Kimberly Johnson; DeAnna Kirchen; Kathy Moore (Co-Chair); Daniel Oase (OEC); Alfonso Oropeza; Sergio Rodriguez (Co-Chair); Mike Taylor

MEMBERS ABSENT: Jeremy Collins

Guests: Cale Crammer

MISSION

The Technology Committee promotes the use of technology to increase efficiency of college operations and to support teaching and enhance student learning.

AGENDA ITEM**DISCUSSION****ACTION**

Welcome and Introductions (Kathy/Sergio)

Approval of Minutes (Kathy/Sergio)

- The minutes were delivered to the group late. We decided to review them before the next meeting and vote via email.

Moved:
Second:
Abstentions:

Vote will be done online via email.

Annual Committee Evaluation Follow-Up Survey/Results (Kathy/Sergio)

The Committee went over the committee survey and got feedback.

It was noted that we need a replacement for Maggie.

It is being communicated that resource requests are sent to administrators and to the Technology Committee.

Alfonso requested that prioritization be sent back to requesters with the result.

It was also noted that we should consider sending out the Tech minutes to all faculty and staff to better communicate with our constituents.

Technology Plan 5-year update (Sergio)

Sergio and Veselka worked on the Tech Plan during the break. Veselka did a great job putting together the document so far. They are still working on the plan to present a draft to the group for next meeting.

They have asked Alice for a newsletter update for the plan.

Kathy will be asked for rewriting the prioritization process.

	<p>One of the big requests will be for a PC refresh budget. It will address Canvas, training, facilities requests for charging stations and BYOD support, picnic areas with solar power for devices, and much more.</p>	
<p>17/18 Prioritization Process – Supplemental Form (Kathy)</p>	<p>The Committee discussed supplemental resource request form to address items like number of students served, courses served, and classrooms impacted. Also we wish to include a partial funding option.</p> <p>Input/improvement: Sergio would like to add a section to see if they have a temporary solution in place, in the even it is not funded.</p> <p>James: Change number of courses served to sections served to make it more clear.</p> <p>Kirchen: Requested that the columns in the spreadsheet match the resource request form in order.</p>	
<p>Canvas Migration (Scott)</p>	<p>ITS and Distance Education at SCC and SAC are working on configuring the back end of Canvas. This is a lengthy process. Weekly meetings are held with Instructure tracking our progress and helping us with the transition. We are anticipating that faculty enrollments will be tested by mid April.</p> <p>Distance Education is trying to discover where the cost savings are and if the colleges can use that savings for training related costs.</p>	
<p>Website Committee – Mission Statement (Kathy)</p>	<p>Reviewed the Website Committee Mission.</p> <p>Website committee is requesting that Technology Committee forward the Website committee mission and responsibilities to the Senate. Michael will forward this to the Senate.</p> <p>First: Vanessa Engstrom Second: Kimberly Johnson</p> <p>Unanimous support.</p>	

<p>Presentation from TAG (Alfonso)</p>	<p>Alfonso gave us a detailed overview of SCC's process for replacing and maintaining computers and peripherals at SCC.</p> <p>Alfonso presented SCC's computer inventory. Total computers on campus is 2561 (credit and non credit).</p> <p>Number of technicians, 6 (426 computers/technician). The goal is 200/technician.</p> <p>Alfonso is asking for a budget line item for computer replacements and to define oldest acceptable computer model.</p>	
<p>Technology Newsletter (Alice)</p> <p>Reports:</p> <ul style="list-style-type: none"> a. ASG Report b. PIE Update c. Distance Education Report d. ITS Standard Report e. TAG Report f. Website Committee Report 	<p>Alice needs stories. April 7th deadline to submit.</p> <p>ASG (Sam) – An ASG 102 prep class was offered. They got 3 hours of parliamentary procedures and Robert's Rules of Order. They are updating their procedures as a result of this training and their deeper understanding of the procedures.</p> <p>They are updating their standards of excellence procedures, which gives them a transcript notation that they were on ASG.</p> <p>ASG had a college Transfer Fair.</p> <p>ASG supported the Black History Month event.</p> <p>ASG requested- that if we have any questions for students we can forward them to him and he can put that in his student survey.</p> <p>The students have asked about SCC's WiFi. Students are being dropped off of network and having to reconnect routinely. Alfonso discussed the challenges with WiFi on campus. ITS is routinely updating and updates are ongoing but the problem is not easy to resolve. Alfonso said that the Librarians can open a ticket to help students experiencing issues with WiFi.</p>	

	<p>PIE (Alice) – Prioritizing requests. Distance Education (Scott) – None (see Canvas update above) ITS (Alfonso) – Included in TAG presentation TAG (Sergio) – Included in TAG presentation Website (Alice) – No additional Update Other:</p> <ul style="list-style-type: none">• None	
	<p>Next meeting 4/20/17 Meeting Adjourned at 3:08 PM</p>	