

MINUTES, 04/18/2019: TECHNOLOGY COMMITTEE

MEMBERS PRESENT: Scott James, Alice Ho, Vanessa Engstrom, Veselka Danova, Jeremy Collins, Alfonso Oropeza, Sergio Rodriguez, Katherine Gutierrez, DeAnna Martin, Garradan Simmons

MEMBERS ABSENT: Daniel Oase, Mary Mettler

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 (Scott)	Garradan Simmons – ASG (New Member – Student Representative) Scott – Distance Education Alfonso – IT director at SCC Jeremy – IT Sergio – Student information support Alice – Librarian Veselka – Math instructor Vanessa – Geography instructor DeAnna – Accounting instructor Kat – Admissions and Records (CSEA)	
Approval of Minutes (Sergio)	<ul style="list-style-type: none">- Scott has been training people on Canvas to do videos- Add code section- Complete sentence about waitlist, add after class has begun- Capitalize MIS	Motion to approve – DeAnna 2 nd Vanessa Abstentions: Veselka and Garradan
SCC Help Desk (Sergio)	<ul style="list-style-type: none">- Met before Spring Break<ul style="list-style-type: none">o Talked about meeting with Graphic Communications for assistance with brandingo Meant to be an ambassadoro \$8,000<ul style="list-style-type: none">▪ 2 surface go’s▪ Table skirt▪ Backpacks▪ T-shirts▪ Pseudo phones▪ Head sets▪ Borrow SACs knowledge base (stored In ONE NOTE)o Trying to increase budget for staffingo Filled out equity requesto If we do not get money, may need to go through job	<ul style="list-style-type: none">- Possibility of ASG assisting with name

	<ul style="list-style-type: none"> placement o Garradan: can we use interns? For credits rather than money 	
CVC-OEI (Scott)	<ul style="list-style-type: none"> - CVC.edu (Finish Faster Online) <ul style="list-style-type: none"> o All classes listed if your district participates o OEI schools populating courses on this website o Being advertised in state, especially at CSUs o We are ranked at #5 o The online communication and math courses are drawing students in <ul style="list-style-type: none"> ▪ Summer math classes are being heavily enrolled in by CSU students o We need a proctoring center to allow more flexibility for students and fully participate in the state CCC Proctoring agreement o We will be advertising our online programs on CVC o Since we are OEI members we can say we offer fully online degrees because students can take courses at schools that we have consortium agreements with through OEI. 	
Newsletter (Vanessa)	<ul style="list-style-type: none"> - Alice gave Vanessa ideas for Spring Newsletter - Alice and Sergio assisting with writing articles - Seth and Aaron writing pieces. - Students can contribute also - Garradan: an ASG member was going to write an article and backed out. They are looking. 	ASG looking for a writer to contribute
DE Staffing Update search (Scott)	<ul style="list-style-type: none"> - DE hired Amanda Carpenter - Officially started this week - Distance Education Services Specialist 	
Computer replacement, to present to PIE (Scott)	<ul style="list-style-type: none"> - PIE unaware of computer problem on campus - Scott will be presenting the replacement plan at the next meeting - IT will have to make tough decision as to pulling computers or leaving the old computers slow and useless - Sergio: Possibility of putting in ongoing funding requests to make it a priority. <ul style="list-style-type: none"> o Almost ½ a million dollars awarded in 2015 for 	

	<p>replacement</p> <ul style="list-style-type: none"> ▪ Jeremy – This was state funded and a one-time thing. - How do we get a line item? Where can this money come from? SSSP, guided pathways, etc? - 1500 computers (at least) that are out of warranty 	<ul style="list-style-type: none"> - Alfonso giving Scott updated information on computers out of warranty.
<p>Reports:</p> <ul style="list-style-type: none"> a. ASG Report b. Tech Plan Review c. PIE Update d. DE Report e. ITS Student Report f. TAG report g. Website Committee Report h. Other 	<ul style="list-style-type: none"> a. Senate is trying to push college hour <ul style="list-style-type: none"> a. Allowing students to talk to instructors b. Events going on during this time c. Working with SAC b. Trying to align all tech plans <ul style="list-style-type: none"> a. Classified all categories b. Documented more new initiatives c. Update tech plan and bring to committee to review d. Review master plan goals and make sure we are doing something with those goals c. Ranked technology requests <ul style="list-style-type: none"> a. Not a lot of money available b. Very few got funded c. Veselka: are our rankings taken into consideration? <ul style="list-style-type: none"> i. In past, very few of our rankings have been taken into consideration. d. Approved CVC pathways grant <ul style="list-style-type: none"> i. One time grant from Chancellor’s office for online course development or innovation ii. \$498,000 iii. Cannot be spent on technology iv. May fund SCC for part or all v. Money is based on how many people apply vi. Money needs to spent in one year 	

	<ul style="list-style-type: none"> vii. OEC will be offering more courses online d. Updated already e. Trying to get all computers identified and updated to windows 10 <ul style="list-style-type: none"> a. About half have been completed b. Trying to finish project by end of Spring c. 2 computers in chemistry are running Windows XP and 1 running Windows 7 (connected to admin account). <ul style="list-style-type: none"> i. Windows 7 computer had a sticker with username and password on monitor. ii. All users had access to operating system and files d. 134 rooms on campus are mediated <ul style="list-style-type: none"> i. 17 converted to Utology ii. 1 Mersieve iii. 116 that need to be upgraded iv. Will cost over \$2 million f. Talked about realigning the tech plan g. Did not meet 	
<ul style="list-style-type: none"> i. 	<p>Next meeting: May 16, 2019 Adjourn: 3:03pm</p>	