



MINUTES
Technology Planning Committee

Tuesday, April 4, 2016
12:50 – 1:50 P.M.
Building 10, Board Room

MEMBERSHIP

- | | |
|---|--|
| <input checked="" type="checkbox"/> Jeff Enz- Administrative Representative (Chair) | <input checked="" type="checkbox"/> Adriana Sano - CMCA Representative |
| <input type="checkbox"/> Dave Drury - Administrative Representative | <input checked="" type="checkbox"/> Dixie Krimm – Classified Representative |
| <input type="checkbox"/> Jeff Cantwell – Chair of B.U.G/CMCA Rep. | <input checked="" type="checkbox"/> Gabriel Gonzalez – Classified Representative |
| <input checked="" type="checkbox"/> Mark Duva – Faculty Representative | <input type="checkbox"/> (Vacant) - ASG Representative |
| <input checked="" type="checkbox"/> Ralph Marquez – Faculty Representative | <input checked="" type="checkbox"/> Benjamin Barajas - ASG Representative |
| <input checked="" type="checkbox"/> Xochitl Tirado – DE Coordinator | |

GUEST: James Arthur, Dir. of Enterprise Systems

Recording Secretary: Angie Gallo

I. Welcome

II. Action Items

- a. Approval of March 7, 2017 Committee meeting minutes
Minutes approved as presented.

III. Updates

a. OEI Update

There will be an OEI training on April 28, 2017. Xochitl stated there are currently 13 faculty members registered. There needs to be a minimum of 30 for the OEI team to come down for this event. Xochitl is pushing registration. Emphasize that breakfast and lunch will be provided. It is an all-day event, scheduled 8:30 am – 4:00 pm on a Friday to help facilitate attendance by faculty.
Xochitl stated that attendance at this training is not a commitment to offer a course. Recommendation to include this information on the next email.

b. Canvas Update

Canvas trainings on campus is still strong and will be offered through May. There is one-on-one sessions being offered now by faculty. This one-on-one time can be used to convert from Blackboard to Canvas. It is valuable time and opportunity to convert. Xochitl stated working on student module and hope to have it by August. It is still in early stages.

Discussions for student training for Canvas have also begun between the VP for Student Services, DE Coordinator and the CTO.

IV. Discussion Items

a. Accreditation Report – 3C (Dr. James Patterson)

The ACCJC is having an Accreditation Conference today which Dr. Patterson will be attending. It is the first time this type of conference has been held.

Dr. Patterson explained the 2014 Accreditation Standards need to be addressed in the 2018 report. It is a crosswalk from the old to the new standards.

The 2012 standards were complicated. The new standards are straight standards 1 – 5 which are easier to understand and address. There is text written in 2012 which needs to be updated. CART has asked that TPC update Standard 3C. As the head of CART, Dr. Patterson said he would meet with the CTO, Chair of the TPC, or with the committee to assist in the process. The committee consensus was for Dr. Patterson to meet with Jeff Enz, CTO, to get a draft ready for TPC to review at their May 2nd meeting.

Dr. Patterson expressed the need to stop the 6-year cycle and move into an ongoing process. Statewide Academic Senate has recommended that where committees already exist, they take the over the writing of the Standards – and look at the 5 standards annually as a committee.

On the next agenda for Academic Senate is the change recommending to senate June 2018 needs to be done – fall 2018 shared with campus n community and go through participatory governance – then to board – next visit spring 2019.

b. Information Technology Systems Policies and Procedures Manual – 1st reading

I.T. had drafted a policy manual and is looking at 3 readings before moving forward in the process. There are a lot of unwritten rules and policies around I.T. that need to be in written format. The manual has been distributed to the committee for a first review. Chair Enz asked that the members review to address any concerns at the May meeting. Input from the committee on the policies will be accepted at any time through the process.

The contents page should be ignored as it hasn't been updated with correct page numbers. This will occur when the manual has been finalized.

There are a lot of basic policies included which don't require a lot of discussion. There are some policies that will raise questions and will require discussion such as the password policy. Members are the review the manual and look for policies they believe need to be pulled out and discuss individually.

This manual will cause major change on campus. Once it has gone through the appropriate channels, the policies will be enforced. With moving to cloud services, some of these policies will be more important than ever.

At the next meeting, the committee will discuss and separate what is needed. Jeff Enz, CTO, indicated he will attend as many campus meetings as possible, where this is being discussed. Asked members to get the information to their respective groups/committees and discuss. Jeff also asked the members to add anything technology related they believe has no clear cut path and needs to be addressed.

The intent right now will be for staff and faculty – not students.

c. Windows 10 Roll out – timeline

Windows 7 is end of life. Document with information on the rollout of Windows 10 was provided to the committee. Windows 10 has a visual difference from 7. Microsoft is pushing this change and Win 7 will no longer work with newer chipsets. Going forward everything will require Win 10 and it doesn't appear to be changing any time soon. I.T. will begin the change out of 7 to 10 next year. Part of the Year 1 Refresh cycle this year will come with Win 10. There is an agreement with Lab 803 to move to Win 10 and use it as a pilot.

There will be training on Win 10. 3rd party pamphlets will be ordered to cover basics on Win 10. The 1st year changes - good or bad – will help determine when to move into 2nd phase.

V. ADJOURNMENT

Meeting was adjourned at 1:50 pm.