Technology Committee Minutes  
Tuesday, February 21, 2012  
HLRC – 4E - 3 pm  

Attending: Mary-Jo Apigo, Marcus Butler, Juan Chacon, Kevin Considine, Nick Dang, Carmen Dones, Eric Ichon, Larry Rowell, Bob Sprague, Vidya Swaminathan, Ken Takeda, Michael Tesfai

1. Action Item – minutes of November 15, 2011 were not approved with the following corrections:
   a. Item 4 – there will be 15 laptops in LRC-4E. Remove 15 individual work station. Correct spelling of Low Jacks to LoJacks.
   b. Judith Fierro will check for Bob Sprague with Fran Leonard on the action item submitted from November 15, 2011 Technology Committee meeting to College Council.
   c. Paragraph 3 of Item 7: “Eric Ichon reported that the current Kentico proposal does not have adequate support licenses for the entire campus community. The pricing has changed. This should go through shared governance procedures.”

2. CMS Task Force recommendations – Three CMS systems were reviewed for set-up, 1st year costs, annual recurring costs, and functionality. The three systems reviewed were CampuSuite, Kentico, and OmniUpdate. A recommendation for the CMS system will come up at next month’s Technology Committee meeting of March 20, 2012 for a vote for a recommendation to College Council.
   a. The CMS Task Force voted that the Kentico CMS is the most affordable and user-friendly of all the three.
   b. The CMS Task Force recognizes the need for a web designer and/or web architect for additional support and less dependence on the content management company.

3. IT Rep at Technology Committee meetings – The committee discussed the need to have more than one IT rep at Technology.
   a. Larry Rowell and Sanjay Advani will now be in attendance.
4. TMPC Update Plan – Vidya reported that she has received almost all seven goals to date. She is still waiting on Goal 6. The TMP is organized by 7 goals and each has sub-strategies.

There are four parts that the committee agreed on:

1. Progress to Date – almost finished
2. Areas for improvement: Due March 20
3. Barriers to moving forward: Due April 17
4. Suggested updates or revisions to the TMP goals: Due May 15

5. Possibilities for email alternatives – there was a recent email crash where the system and data drives crashed.
   a. The committee would like to explore alternatives to the email system.
   b. Nick Dang reported that the campus email is now stored in our virtual environment. There will be a new power generator in April.
   c. At the request of Eric Ichon, Nick Dang will attend next month’s District IT meeting and report on the pilot for student email support. West wishes to be part of that pilot and Nick will follow up with Jorge Mata at the District IT Committee meeting.

6. Smart classroom support – the committee discussed that faculty encounter problems turning on Smartboards, podiums, and projectors using the new technology in the new buildings.
   a. The IT help desk is useful when the issue is not urgent.
   b. Faculty need to be better trained to troubleshoot podium difficulties.
   c. A system needs to be in place for regular checks of all the new technology, so that if there is a manufacturer issue, the matter is resolved while the product is still under warranty.

The meeting adjourned at 4:30 pm.