Technology Committee Minutes
Tuesday, November 15, 2011
MSB-217 – 3 pm

Attending: Mary-Jo Apigo, Marcus Butler, Juan Chacon, Kevin Considine, Nick Dang, Carmen Dones, Eric Ichon, John Oester, Tim Russell, Michael Tesfai, Bob Sprague, Vidya Swaminathan, Michael Tesfai

The meeting was called to order at 3:09 pm.
1. The minutes of September 20, 2011 were approved as submitted

2. Reports on College Security from Sheriff, Plant Facilities, and IT
   There has been no written report from Sheriff, Plant Facilities and IT on the stolen technology equipment. John Oester received a verbal report from the Sheriff.

3. Role of Tech Fair in supporting campus technology issues – Juan Chacon is preparing a survey to poll faculty with online and hybrid classes on what types of workshops they would like to have. A new employee orientation for faculty and staff at West is going to be offered. Some of the Tech Fairs at West are starting to be recorded and the Webinars are archived.

4. Plans for computer training room LRC-4E – Bob Sprague spoke on this. There are 15 laptops in LRC-4E, which is a training room for faculty and staff on technology and computer applications. This is a SMART classroom under the LRC Division Chairs, available to all faculty and staff.

5. Develop a plan for college support of Apple computers – Bob Sprague spoke on this. Administrative training on these computers will be conducted next summer for faculty by Marcus Butler and Mary-Jo Apigo.

   ACTION ITEM: Bob Sprague made a motion that Technology Committee recommend to College Council to hire an additional person in IT who has background expertise in Apple Technology.
   The motion was seconded and passed.

6. Technology Master Plan (TMP) goal analysis – Goals 1-7
   Vidya will get an attachment of goals 1-7 for all members to read and discuss at the next meeting on Tuesday, February 21, 2012. All goals will be combined into one document. Judith will post as a separate document on the Technology Committee website for minutes.

7. Continue discussion on college technology inventory list – Nick Dang spoke on this. Inventory screen shots were shared with the committee and the physical inventory is complete. There will be a District-wide asset management
program where every piece of equipment will be tagged that is the property of West.

John Oester reported that P.O.s have been approved for $2.5 million as a major IT renewal. This will impact Student Services, General Classroom, and B6 bungalow. Voice over IP phones will be campus wide, along with new servers and a diesel fueled generator to feed the B6 bungalow if the power goes out. These will be installed over the next four-six months.

8. Kentico and Web-Based Information Management Application - Eric Ichon reported that the Kentico system does not have adequate support licenses and can’t be rolled out to the entire campus community. This has to go through shared governance procedures and the pricing has changed. Mary-Jo and Eric are asking members if they would like to join a winter Task Force to look at the Kentico system closely in January and February 2012. Vidya, Juan Chacon and Marcus Butler volunteered for this Task Force.

The next Technology Committee meeting will be held next year in 2012 on Tuesday, February 21, 2012 on the fourth floor of the HLRC.

The meeting adjourned at 4:40 p.m.