



Technology Committee Meeting
September 20, 2016
2:00 p.m.
LLR 202

Minutes

COMMITTEE (√ marks those present):

√	Art Leible, Chair	√	Virginia Rapp Co-Chair	√	Dave Murphy Business Div.	√	Irene Graff Inst. Research
√	Robert Sutton SRC		Melissa Guess Financial Aid	√	Mari Baquir SSVC/Student Development	√	Howard Story Media Services /Distance Ed.
	Steve Waterhouse Admissions & Rec.		Thomas Brown Facilities	√	Claudio Vilchis ITS/Network		Luis Mancina ECCE
√	Andrei Yermakov Compton Center		Bill Mulrooney Admissions&Rec	√	Noreth Men Library	√	Idania Reyes Student Equity Programs
√	Erick Mendoza Campus Police		Will Warren ITS/Applications		Andrea Sala Foundation	√	Dipte Patel Counseling & Student Success
	Lisa Mednick Prof. Development		Rebecca Russell Library	√	Maria Smith Human Res.		Ann Garten Public Info.
√	Pete Marcoux Humanities	√	Thurman Brown Tech Services		Paul Yoder IT Security	√	Aisha Kareem Student

“The Technology Committee serves as the consultation committee for campus-wide technology planning. The committee evaluates needs, strategizes solutions, and proposes recommendations for College

technology. The committee develops, monitors and evaluates implementation of the College Information Technology Strategic Plan.”

I. Old Business

- a. The minutes from the August 16, 2016 Technology Committee meeting are approved.

II. Current Projects Update

- a. Campus WiFi – The scope, funding and equipment list for the Campus WiFi has been approved by the Board. The final contract is being worked out between the attorneys and the Purchasing Department. When it is approved Dell will order the equipment. As they receive the equipment they will program it and bring it on to campus. At the same time the cabling and controller needs will be completed. We anticipate a 4 month process to complete the project. We are aiming for completion prior to Spring session, depending on when the contract is fully executed.
- b. Portal – Our existing Portal is past the end of life and our support is nonexistent. We are in the process of building out the new Portal to at least 2013. If the 2016 version is available prior to the completion of our build, we will upgrade it to 2016. We will build the new Portal in parallel, get it up and running, transfer the content from the old Portal and anticipate activating it over the Winter break. We will install the integrator software between Canvas and Colleague that will automatically create shells, populate students, do updates and merge sections as necessary from the Canvas dashboard. This will eliminate the need to do these functions manually which we currently do in Etudes. We will provide a Canvas course section shell for every section, every semester for all faculty.
- c. Microsoft 365 – We’ve begun the research and coordination with Microsoft to begin creating Microsoft 365 in the Cloud. Our first target will be student email. We will take it off of our current system on the premise and put emails in the Cloud with Microsoft. It will take a few stages as we build out the full package of Microsoft 365 so we are not sure of the timeline at this time. We do not anticipate completion before Fall of next year.
- d. CI Track – We are continuing to deploy CI Track. We should have it in four areas: Library, KEAS, Math and Writing Labs. We are looking for other labs to deploy the tool to, including one lab at the Compton Center. Our one restriction is that it’s based on students and courses, not cohorts.

We will look at future options for cohorts, STEM and SSSP items in the future.

- e. Share Drive Capacity – The hardware and software is installed. We've completed the first test of moving a full share drive. Once all testing is complete Network Services coordinate with each department and start moving the Shared Drives. The size limitations will drastically increase. If a department has noticed that some of their content was not moved successfully, they can contact the Help Desk and put in a ticket for those items to be moved.

III. Subcommittees

- b. Subcommittee – Lifecycle and classroom standards for 16/17 – No updates.
- c. Subcommittee – Technology Projects Management – No updates.
- d. Subcommittee – Technology Master Plan – The ECC Technology Master Plan draft was displayed and discussed.

IV. New Business

- a. The committee discussed the draft of the ECC Technology Master Plan. This is built off several components. Elements from the 2012 ECC Technology Master plan has been included in this draft. We have updated the section on Information Technology Services, including what they do and their departments. Included in the draft are elements from previous Strategic plans that Art Leible has built from other colleges and universities that have been implemented and successfully executed. There are areas for new consideration that the committee is proposing to go forward with so that we build out towards them including a Global Education approach. We've included information on Security and an initial assessment of where we stand with information security. The last item is Project Management. We've reached out to faculty for their input on standards and guidelines for this section of the plan. The committee discussed the goals and objectives (action items) of the plan which includes elements of the ECC Educational Master Plan. All of the goals in

the ECC Technology Master Plan will align with the goals of the ECC Campus Master Plan.

V. Meeting Adjourned

- a. The meeting was adjourned at 2:59 p.m.

C (COLLABORATION) – “Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.”