



Technology Committee Meeting
January 15, 2019
2:00 p.m.
Library 202

Minutes

COMMITTEE (√ marks those present):

√	Art Leible Chair	√	Virginia Rapp Co-Chair	√	Gema Perez ECCE:DE		ASO REP
	Robert Sutton SRC		Melissa Guess Student Support Srv		Mari Baquir Student Development		Pete Marcoux Academic Senate
	Steven Waterhouse Admissions & Rec.		Brian Fahnestock Admin Services	√	Claudio Vilchis Network Services	√	Sal Valencia Audio Visual
	Andrei Yermakov Compton Center		Dr. Dena Maloney ECC President		Thurman Brown Tech Services		Idania Reyes Student Equity Programs
	Erick Mendoza Campus Police	√	Vladimir Vasquez Applications Development		Andrea Sala Foundation	√	Dipte Patel Counseling & Student Success
	Lisa Mednick Takami Prof. Development	√	Paul Yoder Information Security	√	Maria Smith Human Resources		Michael Pascual
√	Gema Perez Classified Employees		Ann O'Brien PR & Marketing	√	Carolyn Pineda Inst. Research	√	Crystle Martin Library/LRC
	Jorge Gutierrez Facilities		Mayra Peralta	√	Erica Soohoo SDO		John Tamura Fiscal Services
	Joshua Rosales		Lisa Mednick Pro. Development	√	Ryan Gan Library	√	Marlowe Lemons

“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. Introductions

The Technology Committee would like to thank Dr. Virginia Rapp for her time and service as co-Chair of the ECC Technology Committee. Today is her last day in the role of co-Chair as well as an active participant on the committee. Dr. Rapp introduced to the committee, Dr. Marlow Lemons, appointed by ECC President Dena Maloney as co-Chair of the ECC Technology Committee.

II. Old Business

- a. Review minutes (November 2018). Minutes approved.
- b. Bring Your Own Device (BYOD) – From our last report, we will have approximately ten carts of Chromebooks in Humanities and a few more in Mathematics. This significantly reduces our lifecycle costs for providing student accessible computers. We are looking at other options such as the Microsoft Educational Laptop that is similar to the Chromebook but runs Windows 10 applications and Office 365. It will come with Windows Defender Live for security access for anti-virus and anti-malware, which Chromebook does not have. We are trying to find a security application for those items on Chromebook. We can apply the Cisco AMP security product on all of our Apple devices.
- c. Data Governance – Vladimir Vasquez created the Team Site for Data Governance. All other updates and discussions are tabled until the next meeting.
- d. Standard IIIC – This technology portion of the accreditation process is about 90% complete and is being reviewed and consolidated.

III. New Business

- a. Goals for 2019 – One of the goals submitted by the President is IEPI, which stands for Institutional Effective Partnership Initiative.

Other goals that we are working through via the Master Calendar are the install of Forms Engine, Workflows, disaster recovery plan and enhanced security. We are also looking at our Resource Plan, how we will fund it and keep it going. Financial Aid has rid themselves of around 90% of their

papers and Human Resources is working on ridding themselves of about 90% of their papers with both becoming automated.

Colleague – Colleague is our ERP. We are working on training departments and divisions in Colleague, instituting new software and bringing the staff along to include them in the IEPI and ECC Technology Master Plan. We are looking into expanding IT specific personnel in specific departments where it is wise to have a dedicated IT person to care for and embed them in that area's needs.

We would like to start looking at our administrative systems and consider moving off highly customized, on-site Colleague and moving to a product that manages to keep up with current day technology.

Master Calendaring – We are contracting with CollegeNet R25 and X25 where we can most efficiently assign courses, faculty and maximizing the size of the room to the size of the class. We can then look at building out future semesters.

Campus-wide Planning – We are currently working on accreditation and the best possible infrastructure for the campus.

One-Card VIP Touchcard – This program allows us to replace CI Tracker. It has a declining balance capability and a sign-in ability for areas such as Cornerstone. We are scheduling a kick-off meeting for more details on the functionality of this card.

- b. Email Retention Policy – We are compiling the components on how to retaining free El Camino emails, deleting and other conditions of email retention. Paul Yoder is building a draft of recommendations on behalf of the Technology Committee that we will present to Cabinet once finalized.
- c. Meeting Adjourned at 3:06 p.m.

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