Technology Committee Meeting
May 21, 2019
2:00 p.m.
Madden Room, Library

Minutes

COMMITTEE (√ marks those present):

√	Art Leible Chair		Marlow Lemons Co-Chair	√	Thurman Brown Technical Services		James Buysse VP Admin. Services
	Melissa Guess Student Support Services	√	Peter Marcoux Academic Senate	√	Crystle Martin Library & LRC		Lisa Mednick Professional Dev.
	Erick Mendoza Campus Police		Ann O'Brien Public Relations & Marketing	√	Dipte Patel Counseling		Gema Perez Classified Employees
√	Carolyn Pineda Research & Planning		Maria Smith Human Resources	√	Robert Sutton Special Resource Center	√	John Tamura Fiscal Services
	Gary Greco SRC		Sal Valencia Audio Visual		Vladimir Vasquez Applications Development	√	Claudio Vilchis Network Services
	Steve Waterhouse A&R		Andrei Yermakov Compton Center		Paul Yoder Information Security		Michael Pascual Fiscal Services
	Ryan Gan Systems Librian		Jorge Gutierrez Facilities	√	Erica Soohoo Student Dev.		Joshua Rosales
	Chris Egnozzi Facilities		Viviana Unda Inst. Research & Planning		Jeffrey Hinshaw Fiscal Services		Mario Lopez ASO

"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**

II. **Old Business**

    a. Review minutes (May 2019). The minutes for the May Technology Committee meeting were approved.

    b. Bring Your Own Device (BYOD) to offset lifecycle costs – The campus has received approximately 23 carts with Chromebooks (11 for Humanities, 12 for Math) to fill in for the old desktops that were failing. Lifecycle is approximately three years. Pete Marcoux tracks Chromebook usage in Humanities. Discussed funding and the need for someone to manage the Chromebooks. Discussed what the bookstore offers for Chromebooks and laptops. Dipte Patel, Peter Marcoux, and Erica Soohoo will draft a proposal to establish a structure to support Chromebooks and laptops on campus.

    c. Data Governance/Data Dictionary CCCCO Efforts – Update from Art Leible. The Chancellor's office has put together a committee which involves security officers and data officers for the schools and the colleges.

    d. OneCard VIP Project – Update from Art Leible. (55) Windows 10 card swipes have been ordered for the desktops and stations. (12) transactional card swipes have been ordered. OneCard will set up, install and train.

III. **New Business**

    a. Email Retention Policy Recommendation request. Discussed the second reading. Motion made by Crystle Martin to make the recommendation that

the Email Retention Policy move to the next stage of collegial consultation. Motion approved.

b. Annual Committee Survey. Discussed surveys being sent out and timelines.

c. Other – Reported that Canvas load for summer is going well.

d. Other – Discussion on Office 365 and on-line application.

e. Meeting Adjourned 2:45 p.m.

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

Goals (FY 19/20)

i. Complete Master Calendar and Curriculums/Catalog systems

ii. Future of Colleague ERP on site system discovery and research

iii. Campus-wide technology planning focus

iv. Long-term resource planning for technology

v. Evaluation of recommendations for technology solutions.

vi. DRP/BCP research and discovery

vii. Maturation/operations/training on new systems

viii. Support IEPI, Accreditation, OEI/OER, Guided Pathways, Strong Workforce…