

# Imperial Valley College Technology Council Meeting

Minutes  
February 20, 2008

## **Voting members present:**

Dr. Robin Ying, Co-Chair, Administrative Representative  
Kathy Westerfield, Chair of BUG, Administrative Representative  
Kathy Berry, Administrative Representative  
David Zielinski, Faculty Representative  
Mary Jo Wainwright, Faculty Representative  
Larry Valenzuela, Classified Representative  
Michael Boyle, Classified Representative  
Bettsie Montero, Classified Representative

## **Voting members absent:**

Dr. Jim Fisher, Co-Chair, Faculty Representative  
Francisco Mariscal, ASG Representative

## **Consultants present:**

Dr. Michael Heumann, Faculty Representative  
Jeff Cantwell, CMCA Representative

## **Consultants absent:**

Andres Martinez, Faculty Representative  
Charles Wang, Classified Representative

**Recorder:** Toni Gamboa

**Guests:** Deirdre Rowley, English Division  
Page Lovitt, High Tech Center Specialist/DSPPS

## **Call to Order**

The Technology Council meeting was called to order at 10:37 a.m. by Dr. Ying, Co-Chair.

## **Approval of Minutes**

M/S/C D. Zielinski/L. Valenzuela to approve the minutes of November 8, 2007 as presented.

## **Visitors' Comment**

None

### **Technology Master Plan**

Dr. Ying disseminated copies of the Extractions from the Accreditation Report. The complete report will be available after the Board meeting this evening.

According to Kathy Berry, members of the Academic Senate will be receiving a copy of the report from the Commission which clearly states that Imperial Valley College has been placed on warning status. The College has two years to correct the recommendations noted by the Commission. There are four recommendations which have to be brought to satisfactory conclusion to the Commission by October 15, 2008. One of the major recommendations is that a comprehensive technology plan must be developed. The Technology Council developed a Technology Master Plan. However, according to the Commission, it was primarily a list of tasks. The technology plan needs to have a philosophy, a mission and must be integrated into the college master plan. The technology plan should include distance education, priorities, and the philosophy of technology on this campus.

The new technology plan needs to be developed and submitted to the shared governance groups by August, approved by the Board in September, and sent to the Commission's Office by October 15, 2008. The technology plan must incorporate student learning outcomes.

A template must be made available in order to adapt the existing plan into the template and then move forward in polishing the plan. It was suggested to utilize an A school template such as Cabrillo College's which appears to have a phenomenal plan.

The four page extraction Dr. Ying provided will serve as a guideline to recreate the Technology Master Plan.

### **College Website**

Cutover to the new college web site took place the first week in January. A Web Master has been hired and is pending Board approval. The individual will start once the Board approves which is to take place this evening. Dr. Ying will check with Human Resources on the exact start date.

Michael Heumann spoke to several students who expressed concern regarding the new web site appearing different and non-user friendly. Michael suggested that the new Web Master create a helpful introduction to the new web site.

Dr. Ying stated that the new web site has two features that the old web site lacked. One is the side map which when you click on it, the entire hierarchy of the site layout appears. The new web site is also equipped with a search function. Dr. Ying strongly recommends utilizing these features to facilitate students in navigating through the web site.

Mary Jo Wainwright expressed her concern regarding the fact that unless you have a large screen, you tend to scroll endlessly while attempting to navigate through the web site. She suspects that most students have a smaller screen which makes navigating difficult. Mary Jo also inquired if the Web Master will be able to make major adjustments to the web site.

Dr. Ying informed the members that the Web Master will be dealing with two elements of the job. One of them is the technical aspect which will consist of taking over the Conveyor Group code in order for the college to continue with the maintenance. The second is the aesthetics aspect which is subjective. The technical aspect can be mastered. However, the aesthetic or design aspect will be difficult. Individuals wishing to make changes will need to present a comparison example or provide an alternative solution for the Web Master.

Discussion followed regarding the posting of all staff and faculty e-mail addresses on the web. Ultimately, it will be an executive decision.

Also noted was that the web site intermittently displays jumbled codes. Dr. Ying asked that when these error codes appear to forward him a copy of the screen so he can address the issue with the Conveyor Group.

### **Campus Re-Cabling Project Status**

The project is near completion. Currently, Teldata is cabling the inter-building fibers. The next step will be deploying the network equipment, in addition to the IP address mask change from the current 16-bit mask to a 23-bit mask. Once these processes are completed, then the new network will be up and running.

### **DeepFreeze and NetSupport Licenses**

Dr. Ying thanked Michael Boyle for providing the information on DeepFreeze and NetSupport Licenses. Five hundred 3-year DeepFreeze licenses were purchased at \$4.00 per PC per year. Presently, IT is in the process of deploying the licenses on campus. Dr. Ying will be contacting the departments to recuperate the cost incurred. This new DeepFreeze version will support Windows Vista and provides the remote console capability.

A quote for NetSupport was disseminated to all members. The cost for 500 licenses and maintenance is \$15,051.75. NetSupport though costly would monitor various PC's in the classroom or lab environment. It has the capability to shut down computers accordingly.

Dr. Ying informed the members that a decision in the last Admin Council meeting calls for centralizing all software licenses to IT. This change will be implemented in the upcoming months.

### **PC Replacement Program**

Dr. Ying provided a brief status of the PC Replacement Program. There are 135 PC's which need to be replaced this year. 50 of them have already been replaced. The rest 85 PC's are to be replaced in the next couple of months.

### **Spring Semester Meeting Schedule: 2/20, 3/5, 3/19, 4/2, 4/16, 5/7, 5/21, & 6/4**

Please mark your calendar in order to attend the scheduled Technology Council meetings.

### **Next Meeting**

The next Technology Council meeting is scheduled for Wednesday, March 5, 2008 at 10:30 a.m. in the Board Room.

**Adjournment**

M/S/C K. Berry/M. Boyle to adjourn meeting at 11:34 a.m.