

Imperial Valley College Technology Council Meeting

Minutes
April 25, 2007

Voting members present:

Dr. Robin Ying, Co-Chair, Administrative Representative
Dr. Jim Fisher, Co-Chair, Faculty Representative
Mary Jo Wainwright, Faculty Representative
David Zielinski, Faculty Representative
Dawn Chun, CMCA Representative for Linda Amidon
Larry Valenzuela, Classified Representative
Michael Boyle, Classified Representative
Bettsie Montero, Classified Representative

Voting members absent:

Kathie Westerfield, Chair of BUG, Administrative Representative – Excused
Kathy Berry, Classified Representative
Francisco Mariscal, ASG Representative

Consultants present:

Dr. Michael Heumann, Faculty Representative
Lincoln Davis, Faculty Representative
Andres Martinez, Faculty Representative

Consultants absent:

Janis Magno, Administrative Representative
Charles Wang, Classified Representative
Jeff Cantwell, Classified Representative

Recorder: Toni Gamboa

Visitors: Sergio Lopez, Associate Dean of Student Services
Zula Hartfield, Human Resource Analyst
Martha Olea, ACCESO Technician
Joselito Villero, Left on Aten /Photographer

Call to Order

The Technology Council meeting was called to order at 8:40 a.m. by Dr. Ying, Co-Chair.

Approval of Minutes

M/S/C J. Fisher/L. Valenzuela to approve the minutes of March 28, 2007 as presented.

Visitors' Comments

Sergio Lopez stated that he was attending the meeting to address one of the agenda items the Technology and Campus Security. Mr. Lopez requested if the agenda item could be moved up given the fact that he had another meeting to attend.

M/S/C M. J. Wainwright/J. Fisher to move the Technology and Campus Security agenda item as the first order of business. Motion carried.

Technology and Campus Security

Dr. Ying began with the Technology Forecast, a power point presentation he presented at the Board Retreat.

Technology Forecast for 2007-2008
07-08 Focus – Campus Technology Modernization

The Technology Forecast plan will be part of the modernization plan to take place within the next year and a half. Sergio Lopez stated that the Campus Security will be submitting their plan within the next couple of months. Mr. Lopez mentioned that the wireless surveillance cameras which will be purchased will be placed on campus. There will be timing issues which will need to be coordinated and discussed at a later time.

Dawn Chun informed the members that before the end of September 2007, the Title V Grant set aside monies to include software and hardware for the web casting and video broadcasting IT portion for Distance Education. However, in speaking with Dr. Ying, the technology infrastructure is unable to support these classes at this time. In view of this, Mrs. Chun purposes to delay the implementation of the web casting and the video broadcasting IT portion for one year to the later part of 2007-2008. The timing on the implementation of the technology plan within the year is extremely important due to the fact that a great deal of money is in jeopardy.

Mr. Lopez stated that with the Virginia Tech incident, it has brought up a lot of different issues on campus. The Safety Committee has contacted the Sheriff's Department to provide on campus visibility. In addition, procedures for hostage and active shooters are being set up with the Police and Sheriff Departments. Presently, an evacuation plan is in place but there are no procedures for hostage or active shooter situations.

Additionally, a wireless surveillance system is being considered. With the breaking ground for the new Science Building, there will be a longer walk into dark areas on campus. The surveillance cameras will help monitor the dark areas on the North lot and all campus lots. These wireless surveillance cameras are being considered purely for safety and security purposes according to Mr. Lopez. This is a stand alone system which will be housed inside the Parking Control Office. Mr. Lopez is in the process of re-writing the job description for the Parking Control Officer to be the Security Officer as well.

Campus Computer Inventory – Jim Fisher & Larry Valenzuela

Larry Valenzuela provided an update of the section of the inventory he has completed thus far. The update does not include the section Jim Fisher is working on. The handout is an estimation of the amount of computers that are on campus. It is only a summary.

Mary Jo Wainwright recommended that Jim Fisher relinquish his section of the inventory to Larry Valenzuela in order to complete the inventory. All members were in agreement. Ms. Wainwright volunteered to work with her Division Secretary to obtain the computer information necessary to complete the inventory for the Social Sciences area.

David Zielinski recommended contacting Division Chairs to assist in obtaining their department computer information in order to expedite the process.

Zula Hartfield offered to obtain the computer information for Human Resources.

Information Systems Staff Level Study – Lincoln Davis

Lincoln Davis reported that he had already sent the information to all members via e-mail. He provided a copy of the document by the Chancellor's Office indicating the statistics. The plan was completed in 2000. The document is approximately 55 pages long. Mr. Davis was especially impressed with the strong language used regarding the mandate to provide technology instruction to our students. According to the data, it increase the number of positions by at least 50%.

Mary Jo Wainwright thanked Mr. Davis for his prompt response in providing this information.

Technology Master Plan Finalization

Dr. Ying informed the members that he would like to integrate the technology modernization plan as well as the security information to the final Technology Master Plan. Mary Jo Wainwright recommended that the Technology Master Plan be edited to a master plan format. The Technology Master Plan appears too detailed and not in succinct with the proper format.

Lincoln Davis recommended that the Technology Council prepare a statement as to where they stand according to the surveillance camera policy. Dr. Ying stated that he feels this policy should be submitted to College Council for final determination. Dr. Ying solicited volunteers to research policies on the web dealing with this issue. Mr. Davis volunteered to research the web to provide data regarding this issue at the next Technology Council meeting.

Jim Fisher asked when the technology plan would be implemented. Dr. Ying stated that it would start on May 2007. According to Mr. Fisher, the Board has approved the plan. Dr. Ying stated that the Board had approved the proposal, but had not yet received the account code associated with the funding for implementation of the plan.

Other

Bettie Montero reminded everyone that the Chancellor's Office will be on campus on May 2, 2007 to provide MIS Training. Dr. Ying encouraged all personnel involved to attend.

Next Meeting

The next meeting of the Technology Council is scheduled for Wednesday, May 9, 2007 in the Board Room.

Adjournment

M/S/C M. J. Wainwright/J. Fisher to adjourn the Technology Council meeting at 9:45 a.m.