



**UNADOPTED MINUTES
Technology Planning Committee**

**Thursday, February 13, 2014
12:00 – 1:00 P.M.
Building 10, Board Room**

MEMBERSHIP

Jeff Enz - Administrative Representative (Chair)
Todd Finnell - Administrative Representative NA
Jeff Cantwell – Administrative Rep/Chair of B.U.G
Gaylla Finnell - Faculty Representative
Van Decker - Faculty Representative **Absent**
Adriana Sano - CMCA Representative
Martha Olea - Classified Representative
Dixie Krimm - Classified Representative
Vacant – Classified Representative
Andrea Montano - ASG Representative **Absent**
Priscilla Ortiz - ASG
Diana Ibarra - ASG

Recording Secretary: Angie Gallo

I. VISITOR COMMENTS

- a. Welcome and Sharing

II. APPROVAL OF MINUTES

- a. **Approval of the November 14, 2013 Committee Minutes**

M/S/C Finnell/Sano to approve the November 14, 2013 Minutes.

III. ACTION ITEMS

- a. None

IV. DISCUSSION ITEMS

Activities list includes these items; more details next meeting

- a. **Refresh Program Update**

- There is a lot of concern regarding the 2600 lab refresh. The headsets used by the ESL Department are old and struggling. Concern was raised on the headphones used by students in the library which are also old and need replacement. The replacement of accessories is a departmental expenses and emphasis is being placed on the importance of establishing refresh accounts within those department budgets. The Music Department classroom 305 equipment is old and outdated. A one-time expense

for one (1) unit has been approved to determine how best to complete the refresh of the lab.

- Refresh for 2014 was pre-funded and has been completed. In July there will be no refresh to complete as it has already been completed. The computers going in are not the thin clients as originally proposed. It was decided that the more traditional PC's were more in line with the needs of the District. The "thin client" idea is not off the table; it will be reevaluated at a later date.

b. Photoshop Software

- Students in the library are being referred to Labs 801 and 802 for Photoshop application use. Photoshop is only available in these labs. The Adobe campus license is about 30K. The Microsoft campus license is 35K, and includes all Microsoft programs. Labs 801 and 802 are open access classrooms and if there is a scheduled class, students may seek the instructor for permission to use any available computer. There are similar programs available for free that perform the same function but IVC is currently teaching Adobe Photoshop.

c. Program Review

- The Enterprise Dept. was asked to tie future projects into Program Review. A Network Refresh, similar to the Computer Refresh, will be requested in this year's Program Review. There are hurdles to overcome as part of this request due to equipment that is over 10 years old.

d. Technology Update

- **SharePoint** will be rolling out to the campus this semester. SharePoint is part of the web-based Outlook. IT is in process of setting up SharePoint's public site and team site. Individual division/department heads will determine access. SharePoint will replace Dropbox. Roll out expected in about 4 weeks.
- **Lync** will also be rolled out to the campus this semester, some of the major functions of Lync include webinars, video conferences, phone conferences, etc. Ability to host a meeting and have employees participate from their desk if unable to attend in person. The roll out is estimated to be the same as SharePoint. At the next TPC meeting there will be a Lync demo for the committee.

e. Classroom AV Camera Replacement (action item next meeting)

- In the 2700 Building issue we are having is the, power supplies have been burning out and have had to be replaced at a cost of about \$50 each. The first document camera has recently burned out. A replacement quote was received for \$2,800.00. There are a total of 15 classrooms plus wet/dry lab, totaling 30 AV cameras. The cameras are now out of warranty. Research will be done to determine if extended warranties can be purchased for the cameras that are still working, and whether it is worth putting money into warranties or replacing the equipment.
- TPC will need to determine a replacement strategy. The committee was asked to consider for next meeting if the cameras should remain as is, find money and replace; or should an alternate replacement be looked at based on lower costs to the District.

- Buildings 3100/3200 have the same cameras and will have the same issues in the future. The replacement decision will determine the equipment placed in future buildings.
- Jeff Enz recommended replacing the cameras with desktop models that are not as nice as the existing cameras but much more inexpensive to replace. Alternate cameras similar to the ones on the ELMOS Carts cost about \$500 - \$600 each.
- The group agreed that cost would be a factor in deciding what to do in the future moving forward, if the decision is made to replace the cameras, a few will need to be purchased to have on hand. The challenge is the original equipment was all purchased with bond money and replacements will need to be purchased with general funds.
- Jeff Enz encouraged the group to take back to their constituents.
- A notice would be sent to the campus community to be sure to turn off the AV Projectors and equipment after each use.

f. Network Access Control

- Jeff Enz informed the group that the Network Access Control is one of the targets that the committee would be working on as a group this year. NAC monitors the networks threats and updates and upgrades that are needed.
- Will schedule a demo for the group to review and discuss functionality. Potential cost may be covered through one-time ATLAS Funds.

V. ADJOURNMENT

1:01p.m.