



**Minutes  
Technology Planning Committee**

**Tuesday, November 1, 2016  
12:50 – 1:50 P.M.  
Building 10, Board Room**

**MEMBERSHIP**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Jeff Enz- Administrative Representative (Chair) | <input type="checkbox"/> Adriana Sano - CMCA Representative                      |
| <input type="checkbox"/> Dave Drury - Administrative Representative                 | <input type="checkbox"/> Dixie Krimm – Classified Representative                 |
| <input checked="" type="checkbox"/> Jeff Cantwell – Chair of B.U.G/CMCA Rep.        | <input checked="" type="checkbox"/> Gabriel Gonzalez – Classified Representative |
| <input type="checkbox"/> (Vacant) – Faculty Representative                          | <input type="checkbox"/> vacant - ASG Representative                             |
| <input checked="" type="checkbox"/> Mark Duva – Faculty Representative              | <input checked="" type="checkbox"/> Benjamin Barajas - ASG Representative        |
| <input type="checkbox"/> Xochitl Tirado – DE Coordinator                            |  |

Recording Secretary: Angie Gallo

**I. Welcome**

**II. Action Items**

- a. Approval of October 4, 2016 Committee Minutes  
Approved as presented.
- b. TPC Annual Self-Evaluation form  
M/S/C Duva/Cantwell to approve as presented.
- c. Campus-wide tablet management & support – *moved to Discussion Items*

**III. Updates**

- a. OEI Update  
Dec 9<sup>th</sup> face to face meeting in Sacramento. Xochitl was not present to provide update. OEI team had campus visit. It is still a work in progress; some IVC classes will go into the OEI exchange in the spring semester.
- b. Canvas Update  
Blackboard is still available for this school year (16-17). July 2017 there will be no more Blackboard. This will require complete move to Canvas.
- c. Campus-wide Tablet Management & Support  
Discussion were held with Administrative Council and the preference was to have windows devices as the standard and supported device on campus. Campus is currently an HP shop and windows devices range from \$500 – \$1400 per unit price.

Additional questions came up such as adding an Apple Management solution for devices already on campus. The Music Department has midi lab – Mac based – which are the only Macs on campus for business use. Business requirements would allow for case by case evaluation of any other device aside from a windows unit. Chair Enz will be drafting a motion to implement a policy on tablet management to recommend windows based solution unless there is a business specific need.

Feedback has been to move to windows based. There is a need for security of devices and data. More need of control. Air watch – looking at management solutions that could handle multi devices. Also, looking at firewall protections. Will bring motion on tablet management to the next meeting.

#### **IV. Discussion Items**

- a. Video-conferencing ad-hoc committee update  
Committee met and is looking at 2 possible solutions – Zoom and Skype for Business. Challenges: accessibility and 508 compliance – neither have technology in place to handle this yet. DE would like a solution to use for once a week meetings. To use for this purpose, solution needs to meet 508 compliance. Needs to have closed captioned ability and it may require screen writer type ability.

Skype is already owned by the District as part of Microsoft. Campus is currently able to use Skype. Zoom was subsidized by Chancellor's office. Cost to the district would be very minimal. Both are large companies and used in a lot of places. The committee is looking for a campus wide solution. Web cams were recently purchased for the committee members to use and test out.

#### **V. ADJOURNMENT**

The meeting was adjourned at 1:40pm.