Appendix C

Technology Committee

The Technology Planning Committee (TPC) evaluated and prioritized the 2014-2015 Annual Program Review (APR) budget requests at its May 8, 2014 meeting. The following requests were submitted for review and prioritized by the TPC, sorted by priority:

Rank	Inst. Goal	Program	Requisition
1	3	Business Accounting Tech, Administrative Assistant, Office Tech	1) Upgrade to newest software QuickBooks 14
2	1, 2, 3, 4	Computer Science	1) Obtain 30 software licenses for PIC Basic Pro.
3	2, 3	CIS, Multi-Media and Web Development	1) Purchase Photoshop 6 and annual maintenance agreement for 2724 lab
4	3	Enterprise Systems	1) Network refresh and design.
5	3	Enterprise Systems	3) Data protection
6	3	Enterprise Systems	2) Network Access Control
7	1, 2	Pharmacy Technician	1) Incorporate use of e-learning technology to reflect real life pharmacy experiences
8	1, 2	EMT-Paramedic	1) Develop tracking system to monitor and benchmark student performance
9	3	Medical Assistant	1) Increase General fund $ for copying/printing- $500
10	1, 2	Academic Services	1) Lap-top for new CIO
11	2, 3	EMT-Paramedic	1) Seek funding for additional computer lab in new training facility
12	?	Energy Efficiency Technology	1) Train students on the latest industry technology trends and needs with relevant and updated equipment.
13	2, 3	Business Accounting Tech, Administrative Assistant, Office Tech 1	1) Renew software license
14	1, 2, 3	Humanities	1) Obtain one account of the Philosophers index. The data base will help students do research for term papers.

The following requests were pulled from prioritization for various reasons.

Reason	Inst. Goal	Program	Requisition
Not a cost associated with TPC	1, 2, 3	Humanities	1) To have both Introduction to Philosophy and Logic as an online option for students. ART 100, MUS 100, RELS 100 are also slated to be brought back as online courses in the future, with Dean approval.
Already in process	1, 2, 3	Humanities	2) Instructors need laptops to complete and work on the online courses. Humanities faculty's office computers are old, have functionality problems, and need replacing.

No expense Associated	1, 2, 4	Humanities	3) Dr. Kelly needs a printer in her office. A ticket has been entered to no avail. This is a basic instructional need.
ATLAS funding	3, 4	Music	1) To replace our old out-of-date computer equipment and software
ATLAS funding	3	Music	1) Purchase and install a new smart podium and a big screen monitor in the music room.
out	2	ESL	1) Purchase computer programs/software for the language lab to be used in ESL 010 and other courses.
No cost associated with requests	2	Fire I and Fire Technology	1) 2 Faculty complete training/preparation for approval as on-line instructor by Fall 2014. 2) 3 of 6 "core" core courses receive approval in on-line format by the DE committee by Fall 2014. 3) At least 2 of the 6 designated fire officer courses to receive approval in on-line format by the DE committee by fall 2015
No cost associated	2, 3	Journalism	1) Journalism students will upload stories and other work on IVC Journalism website.
out	3	Purchasing	1) Automate receiving-tracking system.
Categorical funding	3	Student Affairs	1) Complete Advocate training, finalize customization and implementation of system.
Categorical funding	3	Student Health Center	1) Implement new system for electronic health records.
Categorical funding	2	CalWORKS Assessment	1) Purchase computerized version of SAGE (System for Assessment and Group Evaluation) and TABE (Test for Adult Basic Education), plus computers.
Categorical funding	3	Application Services	1) Continue implementation of HR/Position Control/Mock Payroll with guidance from consultant.

In reviewing the Technology Resource Requests, the TPC makes the following recommendations in order of priority:

> First, 1, 2, 3 – all associated with software, which is instrumental to continue teaching associated courses.
> Second, 4, 5, 6 – requests will ensure the Districts technology is stable & secured.
> Third, 7, 8 and 11-14 – are all technology requests related to student instruction.
> Fourth, 9 – Needed for continued support of program
> Fifth, 10 – Needed but not an urgent request

The Technology Planning Committee also reviewed and confirmed the activities for 2014 as listed below:

2014 Action Plan *(Items 1-14 are carried over from the 2012 and 2013 Action Plan)*

#	Activity
Technology Planning Committee Activities for 2014	
1	Complete the installation of and training for Position Control for Banner Integration.
2	Evaluate and make recommendations for strengthening protection of confidential and personal information across systems and business practices.
3	Conduct inventory of all instructional classrooms and make recommendations for improvements.
4	Evaluate and make improvements to network design and architecture, and thoroughly document Network.
5	Fully implement System Center 2012 to manage, maintain, and support systems across campus.
6	Complete testing and develop roll-out plan for SharePoint.
7	Evaluate Lync as a communications platform and develop recommendations for its use.
8	Complete training and full implementation of the SonicWall Firewalls.
9	Complete implementation of network performance monitoring and alerting.
10	Integrate video surveillance systems on campus.
11	Evaluate access control system for integration with Banner.
12	Investigate and develop plan for migrating to Banner XE.
13	Complete loading of electronic transcripts into Banner.
14	Investigate and develop plan for migration to Open CCCApply.
15	Investigate and implement strategy for Network Access Control and Problem mitigation (1.10).
16	Investigate providing multiple desktops, groups of applications, virtual computers to a single location (1.9).
17	Establish Software Standards for Faculty, Staff, and Lab computers (2.7).
18	Work on Policies and Procedures for authentication, authorization and provisioning, and business practices (3.5).

19	Develop plan to refresh hardware for Banner, BDMS(including storage), and Degree Works.
20	Complete BDMS backup to EVault (Cloud Back-up Solution).
21	Improve business processes and new student ed planner for Degree Works.
22	Complete 2014 phase of MIS requirements for Student Success Act.
23	Complete 2013 phase of full-year projected class schedule planning tool.

Approval Response to Technology Committee Requests

Program	Requisition	Cost	Recur-ring	Inst. Goal	Priority	VP Approval
Academic Services	1) Lap-top for new CIO.	$2,000	NO	1, 2	1	Approved.
Business Accounting Tech, Administrative Assistant, Office Tech	1) Upgrade to newest software QuickBooks 14.	$1,200	NO	3	2	Approved.
CIS, Multi-Media and Web Development	1) Purchase Photoshop 6 and annual maintenance agreement for 2724 lab.	$8,500	NO	2, 3	3	Approved.
Computer Science	1) Obtain 30 software licenses for PIC Basic Pro.	$1,200	NO	1, 2, 3, 4	1	Approved.
EMT-Paramedic	1) Develop tracking system to monitor and benchmark student performance.	$17,000	YES	1, 2	1	Approved
	1) Seek funding for additional computer lab in new training facility.	$40,000	NO	2, 3	2	Approved.
ESL	1) Purchase computer programs/software for the language lab to be used in ESL 010 and other courses.	$25,000	?	2	2	Approved.
Energy Efficiency Technology	1) Train students on the latest industry technology trends and needs with relevant and updated equipment.	$4,000	NO	?	3	Approved.

Program	Description	Cost				Status
Fire I and Fire Technology	1) Two faculty complete training/preparation for approval as on-line instructor by Fall 2014. 2)Approve online format for 3 of 6 "core" core courses by the DE committee by Fall 2014. 3) Approve on-line format of at least 2 of the 6 designated fire officer courses by the DE committee by fall 2015.	$0	?	2	3	Approved.
Humanities	1) Offer both Introduction to Philosophy and Logic as an online option for students. ART 100, MUS 100, RELS 100 are also slated to be brought back as online courses in the future, with Dean approval. 2) Provide instructors with laptops to complete and work on the online of courses. Humanities faculty's office computers are old, have functionality problems, and need replacing. 3) Provide Dr. Kelly with a printer in her office. A ticket has been entered to no avail. This is a basic instructional need.	$3,000	YES	1, 2, 3	1	Approved.
	1) Obtain one account of the Philosophers index. The data base will help students do research for term papers.	Estimate not available	YES	1, 2, 3	2	
Journalism	1) Enable Journalism students to upload stories and other work on IVC's Journalism website.	$0	YES	2, 3	2	Approved.
Medical Assistant	1) Increase General fund $ for copying/printing.	$500	YES	3	2	Approved, but this needs to be evaluated across all areas.
Music	1) Replace our old, out-of-date computer equipment and software.	$50,000	NO	3, 4	2	Approved.

Program	Requisition	Cost	Recurring	Inst. Goal	Priority	VP Approval
	1) Purchase and install a new smart podium and a big screen monitor in the music room.	$10,000	NO	3	3	
Pharmacy Technician	1) Incorporate use of e-learning technology to reflect real-life pharmacy experiences.	$6,500	NO	1, 2	2	Approved.
Student Affairs	1) Complete Advocate training, finalize customization and implementation of system.	$7,500	NO	3	1	Approved, if categorical funding is available.
Student Health Center	1) Implement new system for electronic health records.	$1,500	NO	3	3	Approved, if categorical funding is available.
CalWORKS Assessment	1) Purchase computerized version of SAGE (System for Assessment and Group Evaluation) and TABE (Test for Adult Basic Education), plus computers.	$14,000 Categorical funds	NO	2	1	Approved, if categorical funding is available.
Application Services	1) Continue implementation of HR/Position Control/Mock Payroll with guidance from consultant.	$8,000 Categorical (ATLAS)	NO	3	1	Approved, if categorical funding is available.
Enterprise Systems	1) Continue Network refresh and design.	$30,000	YES	3	1	Approved, if funding is available.
	2) Network Access Control.	$50,000	NO	3	2	
	3) Data protection.	$20,000	NO	3	3	
Purchasing	1) Automate receiving-tracking system.	$4,304	YES	3	1	Not approved.

The following Items do not seem to fit within a Technology Resource Request and Need to be redirected to the correct committee.

Program	Requisition	Cost	Recur-ring	Inst. Goal	Priority	VP Approval
Refrigeration	2) Acquire and purchase tools and equipment to allow for implementation of new technology.	$20,000	NO	1, 2	2	Approved.
Building Construction Technology (Curriculum Committee)	1) Submit new certificates to curriculum committee for approval.	$0	NO	?	3	Approved.
Distance Education (Professional Development)	1) Provide funding for DE Coordinator to remain current on DE issues regionally, within the state, and within the nation to support the development of a quality DE program for the benefit of student access and success.	$4,000	YES	1, 3	2	Approved.

Program	Goal/Objective	Cost				Status
EMT-Paramedic (Professional Development)	1) Provide professional development and training for faculty to improve Blackboard usage and online course development in support of student access and success.	$0	YES	1, 3	3	Approved.
	2) Implement teaching/learning strategies to improve performance on National Registry Cognitive exam.					Approved.
Electrical Trades (Curriculum or Applied Science Committee)	1) keep doing Laboratory practices/hands on, so the objective of the course can be fully understood.	$500	YES	1	1	Approved.
Fire I and Fire Technology (Capital Equipment)	1) Institutionalize funding for required equipment/supplies in District general fund budget 2) Purchase surplus Fire apparatus from City of Imperial for real-world student experience (one time) and (estimate recurring maintenance). The engine will serve both the academy and Driver Operator programs for the college. Imperial County Fire has an MOU with the college and will assist in housing the Engine if needed.	$33,000 $7,300 $200	YES NO YES	1, 2, 3	1	Approved.
Journalism	1) Research curriculum content and make appropriate revisions to add digital photography content to course offerings.	$0	?	2	1	Approved.
EMT-Paramedic (Capital Equipment)	1) Seek funding to purchase ambulance for new facility (to enhance our student simulation practice we will need an ambulance to simulate calls more realistically).	$25,000	NO	2, 3	3	Approved.