



**Technology Planning Committee  
Minutes  
Thursday, April 11, 2013  
12:00 – 1:00 P.M.  
Building 400, Room 402**

**MEMBERSHIP**

Todd Finnell - Administrative Representative (Chair)  
Jeff Enz - Administrative Representative  
Jeff Cantwell – Administrator/Chair of B.U.G  
Mike Cushner - Faculty Representative  
Angie Gallo - CMCA Representative  
Martha Olea - Classified Representative  
Dixie Krimm - Classified Representative  
Andrea Montano - ASG Representative

**Members Absent**

Gaylla Finnell - Faculty Representative  
Jim Fisher – Faculty Representative

**Visitors Present**

Van Decker, Music Instructor  
Omar Ramos, Online Services Architect

Recording Secretary: Adriana Sano

**I. VISITOR COMMENTS**

- a. Jeff Enz welcomed new committee members to the group.

**II. Approval of Minutes**

- a. **Approval of Minutes of the March 14, 2013 Meeting**

M/S/C Mike Cushner/Andrea Montano to approve the March 14, 2013 Minutes.

**III. ACTION ITEMS**

- a. **Program Review**

- Todd Finnell informed the group that the Technology Planning Committee each year evaluates Technology Resource Request submitted through the Annual Program Review process. These budget requests are not currently in the District budget and departments are asking that they be allocated.
- The Technology Planning Committee's role is to review, prioritize, evaluate and make recommendations to the Educational Master Planning Committee.

- The Committee reviewed each technology request by ORG and ranked each by priority:
  - ORG 903 - Everest-D Braila Embosser and Software
  - ORG 352 - Software (Adobe Photoshop)
  - ORG 707 - Network Switch Refresh
  - ORG 271 - One Laptop
  - ORG 102 - Statistical Software
  - ORG 343 - Software to Locate Electrical Diagrams
  - ORG 671 - Student Tracking Database
  - ORG 674 - Student Tracking Database
  - ORG 821 - Software Upgrade
  - ORG 915 - Software to Streamline and Digitize Reporting
  - ORG 271 -112 Desktops
  - ORG 921 - Multimedia
  - ORG 707 - Data Center UPS
  
- The Committee makes the following recommendations in order of Priority:
  1. Everest-D Braila Embosser and Software; the committee ranked as highest priority. A new braille embosser is needed to accommodate the needs of blind students attending IVC, and to comply with ADA compliance.
  2. Upgrade to Adobe Photoshop in Lab 2724; IVC currently owns a number of Adobe Photoshop licenses, before purchasing additional licenses an evaluation needs to be done to determine if there are any cost benefits to purchasing a campus license.
  3. Network Switch Refresh; switching equipment is old and needs to be kept up to date to meet the needs of the District.
  4. There were six (6) Software requests and one (1) Laptop request; the committee felt while these software projects and laptop may be necessary to fulfill each department's needs, additional information and evaluation is needed for each request.
  5. Desktop computers (112) to replace the math and science lab computers; these desktop replacements will be included as part of the Computer Refresh Program next fiscal year.
  6. Multimedia; this goal has been accomplished. Data Center UPS; this goal will be accomplished through a different funding source.

#### **IV. DISCUSSION ITEMS**

##### **a. Student Technology Advisory Committee (STAC) Report**

- The STAC Committee did not meet this month, the next meeting will be held on May 2, 2013.

##### **b. Electronic Grades, Attendance, and Syllabi Submission**

- Todd Finnell informed the group that the District is in the process of gathering Information from other colleges about how other districts handle electronic grades, attendance, and syllabi submissions.
- Next step is to meet with Academic Senate and leadership to start developing policies.

**c. Blackboard Support Portal**

- Omar Ramos gave an overview of the Blackboard Support Site. Students and faculty can request support by 1) submitting a ticket; 2) live chat; 3) calling the Blackboard Support number listed; and 4) using the knowledge base database.
- The Blackboard Support is currently in the testing phase and an official announcement will go out to students, faculty and staff next week.

**d. Classroom Technology Carts (CTC's)**

- IT is working on the installation of the Classroom Technology Carts; carts are currently being installed in the 800, 200, and 300 Buildings. A demonstration will be given to Academic Senate next week.

**e. Student Email Update (Migration to Office 365)**

- Omar Ramos informed the group that Microsoft is migrating student emails from Live @ EDU to Office 365.
- Notifications will go out to students of the migration date of July 7, 2013.

**f. iDashboards (proposal for purchase)**

- Alex Aguilar gave a demonstration of iDashboards which is being proposed for purchase through the ATLAS Grant.
- idashboards is an advanced dashboard system utilized by other Higher Ed Institutions and complements our existing reporting platform (Argos).
- iDashboards features allow each department to analysis real-time data using interactive charts and graph for decision-making purposes.

**g. Ellucian Mobile Connect (proposal for purchase)**

- Jeff Cantwell gave a demonstration of Ellucian Mobile Connect.
- Ellucian Mobile is a complete mobile solution that has already been developed and easily integrates with our existing platform.
- Ellucian Mobile will give students access to all their student information through their mobile devices. Students will have access to WebSTAR, IVC Catalog; on-line schedule, grades, Google map of the College, and the ability to add/drop classes.
- Ellucian Mobile is offering a waiver of the initial license fee approximately \$40,000.00, if the District agrees to participate in their Beta Program and sign-up before the deadline of June 15, 2013.
- The initial cost will be covered by the ATLAS Grant and the yearly maintenance fee will be offset by savings in the IT Budget.

**h. Update Technology Support Matrix (Continued)**

- Review of the Technology Support Matrix would be continued at the next regular scheduled meeting.

**V. ADJOURNMENT**