

<p align="center">SBVC Technology Committee</p>	<p align="center">09-02-2009 1:00 p.m. – 2:00 p.m. C137</p>	<p align="center">Minutes</p>
<p>Hrdlicka, Rick (Co-Chair) Kinde, Haragewen (Co-chair) Angelo, Dan Bell, Damon Bojorquez, Ana Burton, Deborah Byrd, Mark Clarke, William Dillard, Kristin Escobedo, Anselmo</p>	<p>Hansen, James Heibel, Todd Hunter, Courtney (ProDev) Jackson, Jack Jones, Edward Kuck, Glen (District) Mascarenhas, Laz Metu, Reginald Notorangelo, Joe</p>	<p>Pabros, Ezra (Student) Race, Steven Roseli, Gabriel Sifford, Eloise Sims, Jeremy Tuvida, Alicia Wall, Patty Tepner, Mike (DCS) Bastedo, Dave</p>
<p>Topic</p>	<p>Discussion</p>	<p>Further Action</p>
<p>Approve Minutes</p>	<p>1st Notorangelo , 2nd Roseli</p>	
<p>Other Items</p>		
<p>Committee Structure Proposed changes</p>	<p>Went over the campus proposal for changes in Tech Committee Charge. Committee not happy with wording in new charge. Felt it diluted the usefulness of the committee.</p>	<p>Notorangelo to edit committee charge</p>
<p>Hiring of Campus Director, Technology Services</p>	<p>Announced hiring of new Director of Technology Services. This fulfills a primary goal of the Technology Plan.</p>	
<p>Election of Co-Chair</p>	<p>Director Technology Services (Rick Hrdlicka) to be Administrative Co-Chair.</p> <p>Elected Joe Notorangelo as Faculty Co-chair. Nomination Jackson Second Angelo Approved</p>	
<p>District Technology Committees</p>	<p>Committee went over the new Districts Technology Committee structure.</p> <p>Top Down the DETS consists of Executive Committee Sub Committee Chairs Committee Administrative Apps Committee User Services Committee Technical Services Committee Web Standards Committee</p> <p>Several members agreed to serve on DETS Committees</p>	

Wireless	Wireless is installed in all buildings and working. Contractor is working to link student and staff logins to the system. There were delays at getting the necessary equipment from Cisco.	Need plan to inform Students when system goes hot.
SARS	SARS has been moved to new server. User groups will soon meet to develop system needs	
Budget (Hrdlicka)		
Professional Dev. (Hunter)	Tech Tuesday Technology Tips Looking to partner with Faculty to contribute to the training schedule	
Online Committee (Jackson)	Stats for Online classed this semester: 173 Sec. 26 depts. 65 faculty, 16% seats	
District Tech Council (Sims)	Replaced by DETS	
College Council (Hrdlicka)		
New/Old Business	Sungard/Collegis is officially gone. New staff has been hired to fill most positions.	
Next Meeting	Wed, October 7, 2009	C137,1-2 p

<p align="center">SBVC Technology Committee</p>	<p align="center">10-07-2009 1:00 p.m. – 2:00 p.m. C137</p>	<p align="center">Minutes</p>
<p>Notorangelo, Joe (Co-chair) Hrdlicka, Rick (Co-Chair) Angelo, Dan Bastedo, Dave Bojorquez, Ana Burton, Deborah Byrd, Mark Clarke, William Cunningham, Shalita</p>	<p>Dillard, Kristin Escobedo, Anselmo Hansen, James Heibel, Todd Hunter, Courtney (ProDev) Jackson, Jack Jones, Edward Kinde, Haragewen Mascarenhas, Laz</p>	<p>Metu, Reginald Padilla, Samuel (Student) Race, Steven Roseli, Gabriel Sifford, Eloise Tuvida, Alicia Wall, Patty DCS Representative</p>
<p>Topic</p>	<p>Discussion</p>	<p>Further Action</p>
<p>Approve Minutes 09-02-09</p>	<p>1st Jackson , 2nd Notorangelo</p>	
<p>Other Items</p>		
<p>Committee Structure Proposed changes</p>	<p>Committee discussed the new draft approved by Academic Senate. Motion to confirm Hrdlicka 2nd Heibel.</p>	<p>Monitor for changes</p>
<p>Catalog of Services</p>	<p>DETS Managers are working with their employees to create a Catalog of Services. This is a document of: What Technical services are available, How do you request the service, Who performs the service, What it takes to accomplish performance of said service, and What is the associated cost of the service.</p>	
<p>Information Technology Strategic Plan Revision</p>	<p>The Committee discussed how to accomplish updating the current plan to make it viable through 2014.</p> <p>Committee suggest the area called Strategies for Success be renamed Institutional Themes</p> <p>A Section will be added to acknowledge items that were accomplished from the current plan.</p>	<p>The Committee will set aside the meeting on the third Wednesday of each month to update the plan.</p> <p>Committee to work in groups and revise the plan.</p>

Wireless	Contractor believes they have solved the issues with connecting student logins to the system. They will be on campus Thursday to implement the logins. The new system will work similar to Starbucks. The student tries to access a web site and the wireless system asks for a username and password. Employee logins will follow soon after.	Fliers will be placed around campus to announce the new system and provide instructions for accessing it.
SARS	User meeting held on October 5 th . System is up on new servers and running well. Now we start the process of converting all student tracking to SARS.	
Newsletter	Have newsletter space on Campus Web site. Several members offered to provide content for newsletter.	Those that want to provide content need to include the following information: Title, Author, Summary Paragraph, Article, Graphics (optional), and start and end dates.
Budget (Hrdlicka)	No Report	
Professional Dev. (Hunter)	Flex Day on the 20 th lots of Training opportunities. Offerings are expanding.	
Online Committee (Jackson)	No Report	
DETS Reports	Web Standards to Meet October 16 th . Other committees to meet by the end of October.	
College Council (Hrdlicka)	No Report	
New/Old Business	Everyone is being asked to contact the Helpdesk for technical requests The current contract with SunGard\Collegis for helpdesk expires June 30, 2010. Discussions are being held s to wheter or not to assume helpdesk within the district or contract out. Als investigating different helpdesk software applications.	Future Topic TTIP
Next Meeting	Wed, Oct. 21, 2009	C137,1-2 p

SBVC Technology Committee		10-21-2009 1:00 p.m. – 2:00 p.m. C137	Minutes
@Notorangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) @Angelo, Dan Bastedo, Dave @Bojorquez, Ana @Burton, Deborah Clarke, William @Cunningham, Shalita	Dillard, Kristin @Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) Jackson, Jack Jones, Edward @Kinde, Haragewen	Metu, Reginald Padilla, Samuel (Student) Race, Steven @Roseli, Gabriel Sifford, Eloise Tuvida, Alicia Wall, Patty @DCS Representative Jeremy Sims	
Topic	Discussion	Further Action	
Approve Minutes 09-02-09	1 st , 2 nd		
Other Items			
Planning Meeting	Committee did a SWOT analysis. See Below		
Next Meeting	Wed, Nov. 4, 2009	C137,1-2 p	

SWOT Analysis

SBVC Technology Plan

	Helpful to achieving the objective	Harmful to achieving the objective
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<p style="text-align: center;">Internal origin (attributes of the organization)</p>	<p>Strengths Reorg Technology structure Active faculty input technology needs Bringing technology staff in house DCS support Shared governance Replacement of old buildings Program review Training Edustream Technology savvy faculty Board of trustee change Accreditation mandates Library resources Faculty that recognize technology fails Wireless provides access across campus Large base of computer labs Curriculum changes to incorporate tech</p>	<p>Weaknesses Reorg Technology structure Budget cuts Aging technology infrastructure Administration (lack of awareness) tech. advances Employee awareness of services Employee lack of access to training Lack of policy/incentive to require training Lack of strategic approach to providing training No Systematic approach to deploy new technologies Communication of new technology deployment Student perception of campus technologies Faculty that not technology savvy HDO Policy for students unable to meet class/admin technology needs. Implementation of universal access More technologies require more resources *Failure to leverage student emails by faculty, staff, and administration</p>
<p style="text-align: center;">External origin (attributes of the environment)</p>	<p>Opportunities Other Colleges Internships District relationship Local school districts Local businesses Technology increases our service area Low cost technology products Grants Free and low cost training products Free and low cost software Free and low cost services Edustream Implementation of technology to capture non credit FTE Build relationships with local technology planning teams(city, county, state)</p>	<p>Threats Other Colleges Budget cuts Under prepared students Community perception of campus technologies Community access to technology security</p>

SBVC Technology Committee	11-04-2009 1:00 p.m. – 2:00 p.m. C137	Minutes
Notorangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) @Angelo, Dan @Bastedo, Dave Bojorquez, Ana Burton, Deborah Clarke, William Cunningham, Shalita	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jones, Edward Kinde, Haragewen	@Metu, Reginald Padilla, Samuel (Student) @Race, Steven @Roseli, Gabriel Sifford, Eloise @Tuvida, Alicia @Wall, Patty @DCS Representative Laz, and Jon
Topic	Discussion	Further Action
Approve Minutes 09-02-09	1 st Wall , 2 nd Race	
Other Items		
Catalog of Services	No new info DETS Managers still working on draft	
Technology Plan Revision	SWOT Analysis completed last meeting. Notorangelo to consolidate SWOT into Plan	Next meeting dedicated to planning
Wireless	Discussed the wireless deployment status.	Disclaimer for MCHS Students
SARS	Server updated Databases consolidated Start to convert existing tracking system users to SARS	
Newsletter	First 2 articles went out last month. Looking to post at minimum 2 articles at a time.	Hunter, Jackson, offered to prepare new articles.
Budget (Hrdlicka)	New Server ordered Storage and switch money coming Money for LCD bulbs coming	
Professional Dev. (Hunter)	Met with Hrdlicka today discussed upcoming training. More training of office 2007 ProDev Committee meets Nov 16 2:00p in LA202. Reviewing campus plans and invite technology committee members to attend	
Online Committee (Jackson)	Meeting coming up on Nov 16 th in Instruction Office	

DETS Reports	Web Standards committee met. Will meet again Nov 6 th at 1:00p Working on standards, policies, and goals for Web Standards.	
College Council (Hrdlicka)	Discussed Website redesign. Hrdlicka in the process of developing a RFP. Discussed wireless deployment and the use of "Lobby Ambassadors" for guest access	
New/Old Business	Questions were raised about the current status of AlertU. We are preparing to deploy AlertU. It had been held up waiting for policy form District. Marketing is preparing an advertising campaign.	
Next Meeting	Wed, Nov. 18, 2009	C137,1-2 p

SBVC Technology Committee	11-18-2009 1:00 p.m. – 2:00 p.m. C137	Minutes
Notorangelo, Joe (Co-chair) Hrdlicka, Rick (Co-Chair) Angelo, Dan Bastedo, Dave Bojorquez, Ana Burton, Deborah Clarke, William Cunningham, Shalita	Dillard, Kristin Escobedo, Anselmo Hansen, James Heibel, Todd Hunter, Courtney (ProDev) Jackson, Jack Jones, Edward Kinde, Haragewen	Metu, Reginald Padilla, Samuel (Student) Race, Steven Roseli, Gabriel Sifford, Eloise Tuvida, Alicia Wall, Patty DCS Representative
Topic	Discussion	Further Action
Approve Minutes 09-02-09	1 st Race , 2 nd Wal	
<u>Other Items</u>		
Technology Plan Revision	Made changes to wording of plan.	
Communications Plan	Sent to Committee. Review at next Meeting	
New/Old Business		
Next Meeting	Wed, Dec. 2, 2009	C137,1-2 p

SBVC Technology Committee	12-02-2009 1:00 p.m. – 2:00 p.m. C137	Minutes
Notorangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) @Angelo, Dan Bastedo, Dave Bojorquez, Ana Burton, Deborah Cunningham, Shalita Dillard, Kristin	Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jones, Edward Kinde, Haragewen @Metu, Reginald	Padilla, Samuel (Student) @Race, Steven Roseli, Gabriel Sifford, Eloise Tuvida, Alicia @Wall, Patty DCS Representative @Kyle, Jon
Topic	Discussion	Further Action
Approve Minutes 11-18-09	1 st , 2 nd	
Other Items		
Wireless	Training for Lobby Ambassadors upcoming. This will allow guest access accounts to be created. Phase 3 still pending	
SARS	No Report	
Communications Plan	Currently being developed by DETS management group	
Budget (Hrdlicka) Request from ProDev for Classroom Clickers	Committee voted to purchase clicker system of 40 clickers 1 st Race 2 nd Metu	
Professional Dev. (Hunter)	Planning anytime training	
Online Committee (Jackson)	Working on building community had meet and greet lunch today	
DETS Reports	None	
College Council (Hrdlicka)	No report	
Technology Plan Revision	Committee worked on revising the plan	
New/Old Business		
Next Meeting	Wed, Jan. 20, 2010	C137,1-2 p