SBVC Technology Committee	09-01-2010 1:00 p.m. – 2:00 p.m. PS141	Agenda
Notarangelo, Joe (Co-chair) Hrdlicka, Rick (Co-Chair) Angelo, Dan Bastedo, Dave Batalo, Mandy Dillard, Kristin Escobedo, Anselmo	Hansen, James Heibel, Todd Hunter, Courtney (ProDev) Jackson, Jack Jackson, Mona Kinde, Haragewen Mendoza, Jennifer	Powell, Mike Race, Steven Roseli, Gabriel Sifford, Eloise Tuvida, Alicia Wayne Bogh John

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Mission Statement	San Bernardino Valley College provides quality education and services that supports a diverse community of learners.	DCS Reports: Issues with new help desk.
Charge	Reviewed	
Elect Chair	Joe Notarangelo, Chair	Keep an eye on him.
Accreditation Report	Read/Review/Report	
DETS Committee Members • Administrative Applications • User Services • Technical Committee • Web Standards	 • Mandy Batalo • Dave Bastedo, Todd Heibel • Joe Notarangelo • Jack Jackson	
Educational Master Plan		
Professional Dev. (?)	Courtney Hunter, Chair	
Online Committee (????)	• Judy Jorgensen, Chair • 15% of all seats w/in DE-listed courses	
DETS Reports	no mtg. yet	
College Council (?????)	• Rick remains Tech Comm rep. • Reviewed accreditation report	
Technology Plan Revision	• Review draft before next meeting • Review Goals/Objectives	
New/Old Business	• Measure P money for computer rotation • Continuing discussion of "terminal" protocol (server w/terminal • Quick-Print and color copier in LA121 • All labs are on one network now	"Site visit" to New North Hall to see "Smart Carts" and recording classrooms?
Next Meeting	**Wed, Sept. 15**	**PS141,1-2 p**

SBVC **Technology Committee**	**09-15-2010** **1:00 p.m. – 2:00 p.m.** **PS141**	**Minutes**
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) @Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) @Powell, Mike @Race, Steven Roseli, Gabriel Wall, Patti @Kyle, John (DCS) @Garnick, Everett (DCS)
Topic	**Discussion**	**Further Action**
Approve Minutes	1st , 2nd	
Other Items		
Proof Committee Minutes	Completed/Verified	DCS Reports: Issues with new help desk.
Review Technology Plan	Strategy 3: Completed dependencies and responsible parties	Strategy 4
Technology Rotation Planning	• 20%replacement each year • Currently a 4-year rotation • Move to a 5-year plan (w/5-year warranty) • Refer to "Principles" document • Virtualized desktops (servers and terminals)	
Accreditation Report	OK	
Educational Master Plan	OK	
Professional Dev.	• Working with Dist & SBVC on ProDev plan • Strategic Planning Cmte. working on campus survey (email)	
Online Committee	First meeting next Monday—report to follow	
DETS Reports	First meeting on Friday, Sept. 24, 1-3 p.m.	
College Council	Has not met yet	
New/Old Business		
Next Meeting	**Wed, Oct. 6**	**PS141,1-2 p**

SBVC Technology Committee	10-06-2010 1:00 p.m. – 2:00 p.m. PS141	Agenda
@Notarangelo, Joe (Co-chair) Hrdlicka, Rick (Co-Chair) @Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike Race, Steven Roseli, Gabriel Wall, Patti @Kyle, John (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Campus Central Website Redesign Presentation	Craig Petinak took the committee through the process of creating the new website and migrating content to it. He hopes the process to move content can begin Dec. or Jan., and that it can be completed May 2011.	
Technology Rotation Planning, cont.	Postponed	
Review Technology Plan	Strategy 4 Postponed	
Professional Dev.	Postponed	
Online Committee	Postponed	
DETS Reports	Postponed	
College Council	Postponed	
New/Old Business	Postponed	
Next Meeting	**Wed, Oct. 20**	**PS141,1-2 p**

SBVC Technology Committee	10-20-2010 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) Angelo, Dan Bastedo, Dave @Batalo, Mandy Byrd, Mark @Bojorquez (DSPS)	Dillard, Kristin Escobedo, Anselmo Hansen, James Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike @Race, Steven Roseli, Gabriel Wall, Patti Kyle, John (DCS) @Garnick, Everett (DCS)
Topic	**Discussion**	**Further Action**
Approve Minutes	1st , 2nd	
Other Items		
Discussion on Website Redesign?	• Continued discussion regarding campus web and migration of information from old site to new • New page will incorporate templates for areas to update info • May have an "audit" function embedded to notify maintainers of broken links, etc..	
Technology Rotation Planning, cont.	• Survey is being developed to take a "census"of department/division owned software • Will help to check for licensing compliance • Ongoing task will eventually be managed by a "K-Box," a unit that will manage appliance and network installation, licenses, computer imaging, and power management	
Review Technology Plan	Postponed	
Professional Dev.	No report	
Online Committee	• Setting goals to write web page policy • Discussion was continued regarding including early adapters	
DETS Reports	• All committees are working on standards for the District Technological Plan	
College Council	Meets next week	
Phone System	• Paging system for phones is operable and may go to Beta testing • Individual phone calls and costs can be monitored	
New/Old Business	• Lack of an annual technology budget discussed	Will try to get NH222 for next meeting on Nov. 3

	• Noted that developing one is part of the Campus Technology Plan • President may be working on this	
Next Meeting	**Wed, Nov. 3**	**PS141,1-2 p**

SBVC Technology Committee	12-1-2010 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) @Angelo, Dan @Bastedo, Dave @Batalo, Mandy @Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	@Kinde, H (Buckley) @Powell, Mike @Race, Steven Roseli, Gabriel Wall, Patti @Kyle, John (DCS) Garnick, Everett (DCS)
Topic	**Discussion**	**Further Action**
Approve Minutes	1st , 2nd	
Other Items		
New SharePoint Server	• Intranet resource will become available for groupwork on campus. • Intranet.valleycollege.edu (not operable in labs yet) • Will start beta testing in small groups spring semester.	Standards need to be developed once system is operable
Tech Needs Assessment Reqs.	• Survey results suggest, among other things, that a large number of computers are beyond warranty. • All required/preferred improvements await budget update	
Website Redesign	• Interactive pages viewed. • Content migration begins January	
Technology Rotation Planning, cont.	• Awaits budget update.	
Professional Dev.	No report	
Online Committee	Webinar online learning and accreditation Wednesday, 12/8	
DETS Reports	Changing name to TESS	
College Council	No report	
New/Old Business		
Review Technology Plan	Strategy 4 (if time)	
Next Meeting	**Wed, Jan. 19**	**PS141,1-2 p.m.**

SBVC Technology Committee	1-19-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti @Kyle, John (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
New SharePoint Server	Installed, will sched meeting for training	
Tech Needs Assessment Reqs.	• Walk-through inventory through campus found 42% of computers out of warranty, by Fall 2011 66% will be out of warranty. • Roll-over money from last year "vaporized" • Situation getting critical with the increasingly complex softwares required • Techs are now taking replaced computers to replace other computers (not from labs) • Basic skills money is gone	
Website Redesign	• Question if all division admin are clear on what must be done to migrate data. Suggested that a little more clarity about this might help the divisions begin the task. • Initially, one will need more content-specific info, room numbers, etc. at the time. • Sitecore training will begin soon. • Site progress: http://71.245.185.226/. • Microsites such as library, bookstore, pro dev, athletics will be added by campus in house.	• Maybe set up a timeline for finding and evaluating extant info and adding new • Brainstorm potential content between departments • Send an email to Craig re the above
Technology Rotation Planning, cont.	• Why 4-year warranties on new computers? • Can money be saved by going to 3-year? • Would /could the campus set aside monies for maintenance i/o ext. warranties? • (This is the first discussion on an action item.)	• Action item for next meeting • Check w/Dell on claims against warranties

Professional Dev.	• BB update: BB7 will be up until late March. • Peer-to-peer learning exchange going pretty well. • Use most up-to-date recommended browser.	
Online Committee	No report	
DETS Reports	• Accessibility licensing for the dist. ID'd four accessibility programs for purchase. • HelpDesk is not meeting agreements. • Move help desk in-house? Proposals being outlined. • Student emails coming along (gmail) this semester. • Print shop buying new software to improve service interface. • Retention policy (saving data documents) ongoing. • Network shares being implemented for improved storage. • Verizon contract coming due.	
College Council	No report	
New/Old Business		
Review Technology Plan		Check page 14 of 16 of the tech plan for next meeting?
Next Meeting	**Wed, Feb. 2**	**PS141,1-2 p.m.**

SBVC Technology Committee	02-02-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack @Jackson, Mona	Kinde, H (Buckley) @Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti @Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Tech Needs Assessment Reqs.	• We will go over applications and forward questions to Joe re specific applications by Feb. 9(?) • Rick will let us know of solutions that may have occurred in the interim. • Costs of each?	Additional questions regarding the particular requsts for the 2/16/11 meeting are to be emailed to jnotaran@valleycollege.edu by 2/9/11
Website Redesign: Craig Petinak	Extended update and discussion regarding website development and content migration processes.	
Motion: Computer Warranties	• About $85 might be saved by reducing the warranty length from 4 years to 3 • Experience is that "problem computers" become quite obvious right away during the warranty period—not after 3 years. • After the 3rd year, standard practice is to "combine" computer parts anyway to maintain functioning computers (adding memory, etc.) • Uniform computer labs a bit less necessary than in the past. • **Motion: The Technology Committee Recommends that SBVC no longer to purchases 4-year warranties for new PCs but purchases one for a lesser amount of time.** (The general discussion revolved around 3-year warranties.)	Motion passed.
Tech Master Plan Strat. 4	Postponed	
Professional Dev.	Postponed	
Online Committee	Postponed	
DETS Reports	Postponed	
College Council	Postponed	
New/Old Business	Postponed	
Next Meeting	**Wed, Feb. 16**	**PS141,1-2 p.m.**

SBVC Technology Committee	02-16-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti Kyle, Jon (DCS) @Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		

Technology Needs Assessment
   Requests Clarified
	• Biology: replace current desktops with laptops on carts for updating labs and increased mobility (<$15,000)
	• Architecture: Want to maintain software licenses for REVIT (3D modeling) and AutoCAD (which now is from 2006) ($15,000 + $2,200/2,300 annually)
	• Library: Want to add Edifact (to run integrated library system) and "load table sofware design" (totals $7,700+$600 annually)
	• Physics/Astro: Vernier software used to incorporate more tech into physics side of program (~$15,000)
	• RTVF: Have smart carts w/o useable computers and Avid/Pro Tools (~$5,000+ $1,400)
		• Request to include ongoing cost in Tech. Needs Assessment
		• Tentative Priorities
		   1. Library (campuswide)
		   2. Biology (swapping current desktops with laptops so others could go into rotation w/possibility of easier funding)
		   3. Physics?
		   4. Architecture? (find out more re: exact price)
		   5. RTVF (although not optimum, currently viable)

Professional Dev.	No report	
Online Committee	No report	
DETS Reports	Meeting next week	
College Council	No report	
New/Old Business	• K-Box is installed and training is beginning. • Student email: student email may be converting to Google over Spring Break. • Implementing Web Advisor for students to help with changeover and eventually SSO (Single Sign On)	
Strategy 4—which we probably won't get to because we owe the group about 30 minutes	Postponed	
Next Meeting	**Wed., March 2**	**PS141,1-2 p.m.**

SBVC Technology Committee	03-02-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Notarangelo, Joe (Co-chair) @Hrdlicka, Rick (Co-Chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark @Bojorquez (DSPS)	Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti @Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Technology Needs Assessment Requests Final Ranking	• The committee recommended the following ranking of the Tech. Requests: 1. Library 2. Biology 3. Physics 4. Architecture 5. RTVF	
Computer Rotation Priorities Discussed	Exec Board approved "Measure money" to be used on computer rotation. Some priorities have been established: • "Thin Computing" upgrades to: 1. OPACS: online public access computers 2. SARS: Student Access Reporting System (Track/Grid/Counseling etc.) 3. Adjunct offices	Tentative recommendation of priorities: • Since student comps have been regularly rotated over last four years, and some computers are over 9 yrs. old, and 60%-70% of campus computers will be out of warranty soon, the committee decided to go… • Oldest to newer
Professional Dev.	• Content migration meetings went well SBVC Web Migration Learning Exchange (blog) up and running • Blackboard: integration with other software the primary problem, but not the sole one • Open labs for Web Migration will be announced next week.	
Online Committee	No report.	
DETS Reports	No report.	
College Council	No report.	
Strategy 4—which we probably won't get to because we "owe" the group about 45 minutes	Not begun	
New/Old Business	Meeting ended at 2:05	
Next Meeting	**Wed., April 5**	**PS141,1-2 p.m.**

SBVC Technology Committee	03-16-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Hrdlicka, Rick (Co-Chair) Notarangelo, Joe (Co-chair) Angelo, Dan @Bastedo, Dave Batalo, Mandy Byrd, Mark @Bojorquez (DSPS)	@Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd @Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti @Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Computer Rotation Priorities Discussed	Tentative recommendation of priorities: • Since student comps have been regularly rotated over last four years, and some computers are over 9 yrs. old, and 60%-70% of campus computers will be out of warranty soon, the committee decided to go… • Oldest to newer	Computers are to be replaced oldest systems first and replacement computers will be configured in reference to their location and use.
Phone System Update/Jon Kyle	Call attendant changes Single Voice	
Online Committee	Meets Thursday after spring break	
TESS Reports	none	
College Council	Met last week Student Non Smoking resolution Priority Reg for ASG	
Professional Dev.	Web Training 3/14 and 3/16 March Schedule released	
New/Old Business		Joe: Regarding meeting length
Next Meeting	**Wed., April 5**	**PS141,1-2 p.m.**

SBVC Technology Committee	04-06-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Hrdlicka, Rick (Co-Chair) @Notarangelo, Joe (Co-chair) Angelo, Dan Bastedo, Dave @Batalo, Mandy Byrd, Mark @Bojorquez (DSPS)	Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	Kinde, H (Buckley) @Powell, Mike @Race, Steven Roseli, Gabriel @Wall, Patti Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Priorities Cont.:	• Library software contract done and submitted • Bio laptops: new comps for science, physics, and chem. As well as a cart. (Getting through prioritization list!)	
Instructor Laptops	• Potential for viruses, misuse and upgrading issues. • However, faculty laptops will be issued. • Acceptable use document will be developed and proposed through the Tech Committee. • Set up priorities for who would get a laptop in future rotations and "frequency" of rotations • i/o desktop. Not in addition to.	
Online Committee	• J Jorgensen/Weiss co-chairs. • Planning process in response to accreditation • Degrees and certs w/over 50% distance ed delivery must submit a substantive change report • Thought it was done but has not approved so accreditation issues may develop • Tech Comm may be involved over the next year.	
TESS Reports	• Acceptable Use Policy by District was accepted by the District Assembly • (Technology and Education Support Services)	
College Council	No meeting	
Professional Dev.	• Website Training is going on • 27 days until Website is launched.	
New/Old Business	none	
Next Meeting	**Wed., April 20**	**PS141,1-2 p.m.**

SBVC Technology Committee	04-20-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Hrdlicka, Rick (Co-Chair) @Notarangelo, Joe (Co-chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark @Bojorquez (DSPS)	Dillard, Kristin Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) Jackson, Jack Jackson, Mona	Kinde, H (Buckley) Powell, Mike Race, Steven Roseli, Gabriel Wall, Patti @Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Other Items		
Computer Use Policy and Administrative Regulation	To be approved 4/21 by Board of Trustees. Rick provided document to committee for other faculty who have questions	
Technology Regulations	Discussed 3760, specifically "C." Could add "wear and tear," negligence," i/o complete personal liability.	
Instructor Laptop Policy	On/off-campus use of district equipment. Equipment policy. Suggestions: • If laptop requested, a second computer will not be provided, and vice versa. • No docking stations, external monitors, external keyboards or mice • Since equivalent price, will not be equivalent power • Dept/Faculty will be responsible for battery replacement • Only used by faculty, not family members	• Establish a "Campus Regulations" document that works with 3760 and 3720 and other administrative procedures? • How to "leverage" older equipment"?
Online Committee		
TESS Reports	• Jon discussed paging system on phones. Chancellor Baron requires its availability for entire campus. Needs/Use policy? • Meeting Friday April 29?	
College Council	• Discussed Measure M bond and reallocation of funds ($100 million lost, or almost ½ of money at current time) • Recommended maintaining the current campus building and upgrading priorities.	
Professional Dev.	Website training is ongoing. May 4 is the launch.	
New/Old Business		• Eventually, under shared governance, there should be a Tech Committee page
Next Meeting	**Wed., May 4**	**PS141,1-2 p.m.**

SBVC Technology Committee	05-04-11 1:00 p.m. – 2:00 p.m. PS141	Minutes
@Hrdlicka, Rick (Co-Chair) @Notarangelo, Joe (Co-chair) Angelo, Dan @Bastedo, Dave @Batalo, Mandy Byrd, Mark Bojorquez (DSPS)	@Dillard, Kristin @Escobedo, Anselmo Hansen, James @Heibel, Todd Hunter, Courtney (ProDev) @Jackson, Jack Jackson, Mona	@Kinde, H (Buckley) @Powell, Mike Race, Steven @Roseli, Gabriel Wall, Patti @Kyle, Jon (DCS) Garnick, Everett (DCS)

Topic	Discussion	Further Action
Approve Minutes	1st , 2nd	
Discuss Strategic Plan		Review where we stand 1st fall meeting and get started on #4.
Discussion: Goals/Ideas for next year	Laptop policies Past meeting minutes; check on "Needing further action" and address those Tech Committee web page, About SBVC, Committees get permission from Jason to edit/add, promotional section/upcoming changes Rotation Plan Hosting event re: tech on campus, once a semester, what's new/what's up Multiple Pro/Dev-Tech opportunities w/Tech Tuesday Flex Day Tech Day? Occasional DCS updates to committee	Align goals with Strat Plan
Online Committee	Re: Substantive Change process not completed with ACCJC for certs/degs that can be taken 50%+ online Draft being developed and will be discussed in fall Then must go through 4 accreditation standards	**Substantive Change Proposal on agenda for every meeting through Oct.** Out-of-state enrollment in online courses may have significant changes as well. Keep an eye on this
TESS Reports	Web Advisor corrections, additions, and suggestions. Will be having Web Advisor slowly replace campus central Constantly trying to improve HELPDESK	More clear instructions when logging in.
College Council	Measure "M" issues. To maintain the already created priority list was the suggestion, but other groups need to provide input. Meeting May 5, 2-3 p.m. in Library Viewing Room	
Professional Dev.	Classified Staff Week coming up	
New/Old Business		
Next Meeting	**September 7, 2011**	**PS130**