

**VENTURA COLLEGE**  
**Technology Committee Minutes**  
**Campus Center Conference Room**  
**September 9, 2013**

**Present:** Connie Baker, Ken Drake, Christopher Frederick, Dave Fuhrmann, Ayanna Gaines, Sandy Hajas, Grant Jones, Dave Keebler, Gwen Lewis-Huddleston, Victoria Lugo, Michael McCain, Denise Pope, Scot Rabe, Erica Tartt, Via Yang

**Recorder:** Maureen Jacobs

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<b>1. Introductions</b>	Members introduced themselves and shared information about their specific staff assignment. Previous minutes, 04/08/13 were approved without correction.			
<b>2. Summer Technology Projects Update</b>	<ul style="list-style-type: none"> <li>• Lync installation was a very big project and consumed a lot of I.T. resources and time this year. It is mostly complete and fine tuning and training is ongoing.</li> </ul>	<i>Complete Lync installation</i>	<i>12/13</i>	<i>I.T.</i>
<b>3. Accreditation</b>	<ul style="list-style-type: none"> <li>• Develop committee goals that tie into the district's 2014-17 plan               <ol style="list-style-type: none"> <li>1. Show evidence (agenda, minutes, review).</li> <li>2. Review service levels, appropriate staffing, develop benchmarks and metrics.</li> <li>3. Validate inventory adding remaining life to run a replacement list and include student contact time (The Beach).</li> </ol> </li> </ul>	<i>Send out strategic plan to committee members</i>	<i>10/13</i>	<i>Grant Jones</i>
<b>4. Lync VOIP Phone Project Update</b>	<ul style="list-style-type: none"> <li>• Lync is substantially complete. The last big push is to roll over 6400 and 6300 numbers.</li> <li>• Dave Fuhrmann added that a "red phone" will be installed in strategic areas around campus and will be a direct line to the campus police office and or dispatch.</li> </ul>			<i>I.T.</i>
<b>5. Scantron</b>	<ul style="list-style-type: none"> <li>• They do not sell the current (1970) machines.</li> <li>• Deans and faculty tested new machines and selected.</li> <li>• New machines:               <ol style="list-style-type: none"> <li>1. Run like old ones but include electronic transfer and auto feed. They can be expanded to include data analysis.</li> <li>2. Form change is needed and VC is spearheading changes, redesigning tests.</li> <li>3. Training for new machines begins in November so that we can go live Spring 2014.</li> <li>4. DAC has a software site license and can create their own</li> </ol> </li> </ul>		<i>11/13</i>	<i>DAC-Training</i>

