TECHNOLOGY COMMITTEE

AGENDA
October 23 , 2007

1. Additions to Agenda

2. Update on Implementation of the Technology Plan
   - Staffing and Support Structure
   - Refresh Program – Wave I
   - Redeployment Plan – Wave II (consensus sought)
   - Refresh Program – Wave III
       - Schedule and Distribution
   - Distance Education Plan
   - Smart Classrooms
   - Other
       - Wireless Deployment
       - Network Infrastructure
       - Software & Applications
           - Campus
           - District
   - Training

3. Other

4. Next Meeting: January or February - to approve Refresh Wave III

VENTURA COLLEGE

Minutes of the Technology Committee
October 23, 2007

Present: R. Asahan, C. Baker, J. Elmer, D. Fuhrmann, S. Hajas, C. Kessler, T. Kimberling, D. McDaniel, A. Patel, B. Renger, J. Reznak, L. Tong, H. Untalan

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Update on Implementation of the Technology Plan	The committee reviewed an update on the progress of the implementation of the Technology Plan. _Staffing and Support Structure_ – the management position has been established and recruitment is underway; Service Level Agreements (SLAs) framework is under development; the Track-It! work request system has been installed and in pilot use by the technicians; hardware and software configurations for all PCs on campus is being collected; a general technology support budget has been centralized; and the Technology Committee is meeting at least once a semester.			
	Technology Refresh Program – the first refresh wave of 356 computers were installed during the summer; 20 additional PCs were purchased due to a duplicate shipment; dissemination of approximately 250-300 refreshed computers is underway. A redeployment list was reviewed and approved by the committee.	The committee approved the list for redeployment of the 250-300 refreshed computers.		
	Tech Refresh 08 Schedule – approximately 350 computers will be ordered with deployment expected to start July 2008 – a "first look" distribution list was reviewed.			
	Distance Education Plan – the Assistant Dean position has been filled; the Distance Ed Coordination Council is in the process of being			

Other					
	formed; the Course Management System is operational and faculty are being trained in use of new technologies.				
	Instructional Facilities – 17 more classrooms have been converted to "smart" status – there are now 57 smart classrooms on campus with 10 more scheduled for upgrade by end of the academic year – a list was reviewed.				
	Wireless Deployment – wireless deployment was implemented to support the DP building; campus wide wireless is scheduled for implementation in Spring 2008.				
	Network Infrastructure – network structure documentation and upgrade of network backbone equipment is in progress; firewall replacement/upgrade and plans for wireless and video cameras is also in progress.				
	Software & Applications – Campus – Microsoft Windows Vista deployment has been deferred until at least 2008-09; Office 2007 deployment is underway and being installed alongside Office 2003 – a plug-in is being installed to allow Office 2003 to read 2007 files; an Active Directory implementation is coming up which would call for new computer logins.				
	Software & Applications – District – the 3 college presidents voted to switch our email system to MS Exchange with Outlook – this will take place sometime in the Spring. There will be a presentation to the Board in November to purchase/implement the Luminis Platform; this is a single sign-on portal that most of our counter parts around the State are using.				
	Training – a centralized budget has been developed for technical staff training; surveys for students, faculty and staff to measure effectiveness of technology and student learning outcome, have yet to be developed.				
	VM Ware – this allows us to reduce the number				

	of servers on campus. Dave reported that this has just been implemented at the District Office and they are looking into implementing it on the campuses.	
Next Agenda	All Users Emails – Bob Renger commented that there have been a disturbing number of "All Users" emails lately. He feels there needs to be some kind of policy in place for using that option. Dave responded that the District does not have a policy set up for acceptable uses of emails but there does need to be one. He will look into it.

Sandy asked that the process for phones, adds/moves/changes/upgrades and support be put on the next agenda. | |