

VENTURA COLLEGE

Technology Committee - Minutes
Campus Center Conference Room
October 14, 2013

Present: Connie Baker, Ken Drake, Dave Fuhrmann, Grant Jones, Dave Keebler, Gwen Lewis-Huddleston, Michael McCain, Denise Pope, Erica Tartt, Yia Vang

Recorder: Maureen Jacobs

Handouts:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Ventura College Technology Plan Discussion	1. Grant reviewed last year's draft of the Technology Plan's changes. 2. Suggestions included re-examining tech refresh percentages, training students to use new software A. Tutors and the Welcome Center may be able to help. B. Dave mentioned a LRC training center and/or including some training in orientation. C. Distance Ed is teaching tutors to help. Gwen endorsed this. D. Connie asked if it is our responsibility to teach software applications. E. Grant was approached by Google regarding creating a PC knowledge base. F. Dave suggested that I.T.'s program review should have an initiative to have a design team work on this question/problem. 1) Dave K. said we can have a built-in plan via Program Review that would be a strategic plan versus an operational plan.	<i>Agenda item</i>	12/09/13	Grant Jones, Dave Keebler, Committee
Accreditation	Grant asked the members of this committee to <u>bring three to five goals</u> to the next meeting. Dave Keebler will <u>bring the standards</u> and the committee will evaluate.	<i>Agenda item</i>	12/09/13	Committee
Lync-VOIP Phone Project Update	I.T. is fine tuning installed LYNC program and phones			
Scantron Rollout Project Update	Grant and Erica have been working with the instructors. Marta de Jesus and Steve Palladino are testing the equipment. The next step is to schedule training. The new Scantrons will be used with old forms Spring 2014 and then with new forms in Fall 2014.			

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SSC, Transfer-Career Center Lab Upgrade Update	The upgrade is done except for needing to order a cabinet.	Order cabinet		Grant Jones
Other Business	<p>Michael McCain brought up the suggestion of student pictures linked to online tests. Dave Fuhrmann said it would have to be voluntary. Dave said Rupinder has been looking into this and Grant said he would contact her.</p> <p>Dave F. will send Dave K. information on registration fees.</p>	<p>Grant Jones speak to Rupinder Bhatia</p> <p>Registration fee info.</p>		<p>Grant Jones</p> <p>Dave Fuhrmann</p>
Future Meetings	11/09/13, 01/13/14, 02/10/14, 03/10/14			