TECHNOLOGY COMMITTEE

AGENDA
May 1 , 2007

1. Additions to Agenda

   Interactive White Board Standards

2. District changes in Technology Administration (Tom/Dave)

3. Update on Implementation of the Technology Plan (Craig)

4. Review/Approval of Refresh Phase I (Dave/Craig)

5. Revised Plan Update: Fall 2007 (Tom)

6. Other

7. Next Meeting: Early September 2007

VENTURA COLLEGE

Technology Committee
May 1, 2007

Present: R. Asahan, G. Atmore, C. Rodriguez (for S. Bricker), J. Elmer, G. Gardner, S. Hajas, T. Kimberling, J. Reznak, A. Sandford, L. Tong

Absent:

Guests: D. Fuhrmann, C. Kessler, A. Patel

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
District Changes in Technology Administration	Tom reported that Dave Fuhrmann is no longer with Prism but is now with Strata Information Group and has been recently appointed as the District Chief Technology Officer. Dwayne Cable will continue working with us to get the Distance Ed platform up and running and assist with the web site redesign project. Tom also reported that we have not been able to move forward with the staffing plan which called for hiring an Information Technology Director because the District has yet to decide what the level of the position should be.			
Review/Approval of Refresh Phase I	Craig reviewed the refresh plan which calls for replacement of 25% of the computers each year over the next 4 years. There are approximately 1400 computers on campus. The deployment strategy is to be sure that computers used by students are as current as possible. Faculty should use the same computers as in their labs. Replaced computers less than four years old can be repurposed elsewhere on campus. The plan is to remove 350 old PCs from the inventory each year. A quote was received from Dell for 356 computers and 161 LCD monitors with a 4 year			

	warranty which will be going to the Board for approval at their May meeting. They should start to arrive on campus at the end of May. A meeting was held with the campus techs and a proposed distribution list for the first 350 computers was presented to the committee for approval. After review, the list was approved by the committee as presented.		
Revised Plan Update: Fall 2007	Since the plan was approved, Dave has been meeting with the technology staff to initiate its implementation . There are a few minor revisions that need to be made to the plan and they will be presented to the committee at its next meeting in the Fall semester.		Dave and technology staff
Interactive White Boards (Art Sandford)	Art asked if there was a standard for interactive white boards. He explained that with the interactive white boards you can make notations right on the screen while projecting. He uses it a lot and other instructors have become interested in using one also. Dave commented that in his next meeting with the IT staff, he will put it on the agenda to develop a district wide standard. He said if there is a particular one that is being used, they could adopt it as the standard. Art will get the information on the one he has to Dave.		Dave and IT staff
Next Meeting	Early September 2007		

Ventura College Technology Plan Implementation

Tasks in Progress

- Work with the Vice President of Business Services, and designees, to coordinate implementation of major objectives

- Work with VP of Business Services to finalize the 2007-2008 technology budget

- Implement a work tracking system (such as Track-IT) for technical assistance requests

- Develop process flow for technical work requests and tracking

- Update the hardware and software inventory

- Assist with the selection and deployment of a centralized software deployment system, such as SMS

Tasks to be Addressed

- Assist with the recruitment of the new position that will provide technical leadership (manager or supervisor, to be determined)

- Assist with the realignment of College technical personnel into a centralized department

- Work with the Technology Committee and designees to prioritize hardware upgrades as part of the Technology Refresh program that will begin in the 2007-2008 fiscal year

- Develop Service Level Agreements (SLAs)

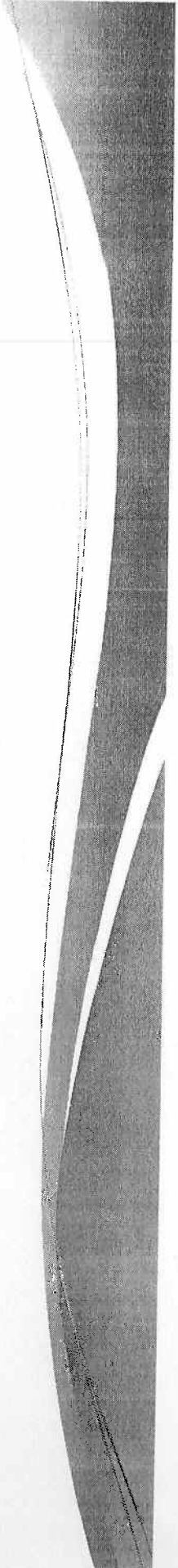- Work on "smart" classroom upgrades for 2007-2008

_ Mtg w/ Dave _
4/30/07

Tech Committee:

- Technology Refresh Phase I
- Transition of Consultant to District ~~It~~ Chief Tech Officer
  ↳ Dwayne - lead Distance Ed
              - website project
  ↳ Prism -
- Update on Alan implementation (Craig)
- Revised Alan in Fall for 2nd wave

Phone System:

- Sue wants Colleges to maintain their own systems -
  - District will pay for training and parts (Reuben & Joe)
- Peyolo position - central security position
- Krishna - will be back up phone Technician
- Carl - will ~~do~~ do some central help support

Technology Refresh Update

Craig Kessler

Prism Technology Group

Technology Refresh Strategy

- Replace 25% of computers each year
- Approximately 1400 computers on campus
- 350 computers ordered each year
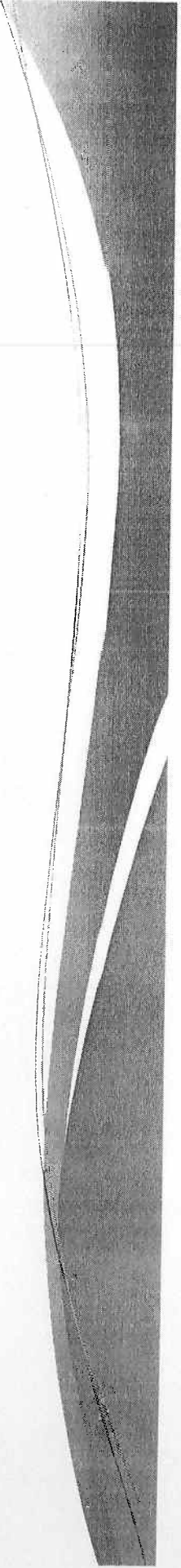- Migrate all monitors to LCD flat panels which will last 7 – 10 years

Deployment Strategy

- Computers used by students should be as current as possible

- Faculty should use the same computers as in their labs

- Replaced computers that are less than four years old can be repurposed elsewhere on campus

- 350 old PCs should be removed from the fleet each year

Ventura College Technology Committee

Current Status

- Quote received from Dell for 356 computers and 161 LCD monitors
  - Dell OptiPlex 745 Small Form Factor
  - 4 year warranty
  - Significant savings realized through bulk purchase
- Approval will be requested at May Board meeting
- Equipment to start arriving at the end of May

Proposed Distribution

	CPUs	LCDs
AutoCAD Lab	45	10
Automotive	1	0
Chemistry Lab	10	0
Distance Ed	1	0
East Campus Labs	53	0
GIS Lab	20	0
LRC	157	151
Math Lab	44	0
Smart Classrooms	14	0
Staff Resource Workroom	2	0
Technician	3	0
Grand Totals	350	161