Ventura College Technology Committee

Monday, October 8, 2012

Meeting Notes

1. There were no corrections or questions regarding the 09/10/12 meeting notes.

2. Gwen asked Grant about the SARS text message server. Grant explained that there was a delay in ordering the device that sends the messages. The device is the size of a keyboard and is installed on the rack. We will have to train staff. Students will have to sign up to receive text messages.

3. Grant was asked to find out how SARS can be connected to MyVCCCD so that counselors can view their SARS calendar by signing in to the Portal.

4. Grant said that Program Review started to "ramp up" with staff contacting him for quotes. Grant has received laptop requests from nursing and others. Victoria as if our committee will look at the Tech requests. Yes, they will be reviewed and prepped first by Grant (i.e. checking quotes). She also asked if the Foundation's staff enhancement grants could fund tech requests. The answer is yes. Victoria and Connie asked about quotes. Grant replied that he started earlier this year. He said it was different because this year, staff believes the initiatives will be fulfilled.

5. Sandy began a discussion regarding the Beach's laptops not staying connected to the Internet that included possible solutions.

6. There was a Phone System kick off meeting on 10/15. Grant said the last phone contract didn't work out. We are with a new vendor and the project plan is progressing. Victoria as if this was included in the budget. Dave replied that it is and that the phones have been purchased. He and Grant reviewed the functionality of the new phone system. There is a project plan meeting 12/7/12.

7. The portal is having a facelift.

8. CTS is still working on Tech Refresh, replacing old drives with SSD drives and increasing memory. Victoria asked which PC's qualify and Grant explained that they were doing the oldest computers first. He sends an email that these would get upgraded and thenl sends a follow-up email "if you have this, help is on the way."

9. CTS had one training session for the PAC building and its control booth. There is another training 12/12 for the main theater.

10. Dave asked Grant about Omni Update and whether we were looking for other products. Grant replied, yes.

11. Dave spoke about the Adobe Professional. Licenses will be available to those who requested/needed this program. Professional has more features and can take a PDF table and export it to a spreadsheet. Dave said each area should have a person with a license. Grant will check for volume discounts.