

<b>SBVC</b> <b>Technology Committee</b>	<b>09-03-2014</b> <b>1:00 p.m. – 2:00 p.m.</b> <b>CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin Flaa, Jonathan	Hamdy, Rania(ProDev) Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase @Nguyen, Joseph	@Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam @Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes	1 <sup>st</sup> D. Bastedo ,2 <sup>nd</sup> M. Batalo	
Committee Charge Campus Mission	Covered Committee Charge, Mission, Vision. Covered Campus Mission	
Elect Co-Chair	D. Bastedo Nominated by J. Jackson 2 <sup>nd</sup> J. Notarangelo. No other nominations. D. Bastedo re-elected as Faculty Co-Chair	
Accreditation	Showed members around the Accreditation Web Page.  Accreditation team will attend our October Meeting.	Members are to read the final document on Technology Resources.
Online Committee	Have not met yet. 210 sections 1/3 hybrid.	
TESS Reports	Email Migration. Only a few staff and administrators remain. Fulltime Faculty accounts will start being migrated this week. Half of the email distribution groups have been moved to the cloud.  Mobile App up in beta. Ellucian Mobile was selected. R. Hrdlicka showed the group a demo.  Current TESS Projects: Surveys for VocEd classes added to registration process  Degree Audit	R. Hrdlicka to forward Beta Test link to group.

<p>College Council Board Policies Admin Regulation Budget</p>	<p>Big push update all Policies and Procedures. The one the impacts Technology the most is BP/AP4040. The language for Student Printing included.</p> <p>Had a long discussion about budget including, campus split based on FTES, Gasby Funds, Program Review Needs assessment, Reduction in reserves. 15% reserves</p>	
<p>Professional Dev.</p>	<p>No Report</p>	
<p>CTS Report</p>	<p>CTS purchased 300 plus computers. The Following labs were replaced or deployed over summer: Library Classroom, Reading, GIS, T100, T107, T109. Others still to replace, Chemistry Laptops, Tech Cage, Aero.</p> <p>Remaining Network core upgrades were complete. We now have 10GB network connection from the internet all the way to each building. Next step redundant connections to each building.</p> <p>Construction on Auditorium Almost complete. Only AV project remains.</p> <p>Contractors in the process of moving all telephone and network infrastructure out from under the new Gymnasium complex footprint.</p>	
<p>New/Old Business</p>	<p>None</p>	
<p><b>Next Meeting</b></p>	<p><b>September 17, 2014</b></p>	<p><b>CTS 101</b></p>

<b>SBVC</b> <b>Technology Committee</b>	<b>09-17-2014</b> <b>1:00 p.m. – 2:00 p.m.</b> <b>CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) Dillard, Kristin Flaa, Jonathan	Hamdy, Rania(ProDev) @Hua, Henry @Jackson, Jack (Online Ed) @Jackson, Mona @Jakpor, Riase Nguyen, Joseph	Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 9/3/2014	1 <sup>st</sup> J. Jackson ,2 <sup>nd</sup> D. Bastedo	
Review Technology Plan	The committee reviewed Technology Plan Objectives. 1.1 Tabled 1.2 Two solutions identified. VDI and Net Lab need to identify funding 1.3 Mobile App in development 1.4 Refer to Marketing. Recommend to record events 1.5 Continue to submit staffing requests to Program Review 2.1 Complete 2.2 Done through online satisfaction survey every Spring 2.3 Done through Faculty satisfaction survey each Spring. Follow up with training 3.1 Evidence: Business/CIT/CS have this as part of their divisional goals. Cyber Security week. 3.2 Evidence RampUp Grant.KVCR 4.1 District Project prioritization through TESS committees. 4.2 ongoing 4.3 Edustream grant ended. KVCR was streaming events they have since ceased. 5.1-3 Ongoing 6.1 Get Hi-tech center back out to train employees 6.2 Take to constituency groups 6.3-4 ongoing 6.4 ongoing 6.5 DSPS and ProDev	

Accreditation	Accreditation team will visit during the week of our next meeting. They may want to meet with the committee.	
Online Committee	Meets Friday. Cover Accreditation.	
TESS Reports	Mobile App in progress. Email sent to committee members if they want to load the test app. Office365 TESS Exec Committee meets Friday	
College Council	Talked about the budget and the impact on new positions and needs assessment funding.  Review BP/AP 4040.	
Professional Dev.	No report	
CTS Report	At this point it does not look like we received the TitleV Grant. We have not received official notice.	
New/Old Business	none	
<b>Next Meeting</b>	<b>October 1, 2014</b>	<b>CTS 101</b>

<b>SBVC</b> <b>Technology Committee</b>	<b>10-01-2014</b> <b>1:00 p.m. – 2:00 p.m.</b> <b>CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin Flaa, Jonathan	Hamdy, Rania(ProDev) @Hua, Henry @Jackson, Jack (Online Ed) @Jackson, Mona @Jakpor, Riase Nguyen, Joseph	Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) @Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 9-17-14	1 <sup>st</sup> ,2 <sup>nd</sup>	Next Meeting
Meet with Accreditation Team	We had 2 guests from the accreditation team visit with the committee.	
Board Policies	Asked committee to review draft BYOD, Document Retention, and Library & Support Services policies for next meeting.	
Online Committee	Met the 19 <sup>th</sup> of September. Working on Online Learning Plan. Issue has been identified where students or others posing as students are registering for classes and collecting financial aid at multiple campuses.	
TESS Reports	Mobile App hit a snag with being able to successfully allow students to register for classes. The implementation has stopped and other vendors will be evaluated.	
College Council		
Professional Dev.		
CTS Report		
New/Old Business		
<b>Next Meeting</b>	<b>October 15, 2014</b>	<b>CTS 101</b>

<b>SBVC Technology Committee</b>	<b>11-05-2014 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) Dillard, Kristin Flaa, Jonathan	Hamdy, Rania(ProDev) @Hua, Henry Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase Nguyen, Joseph	@Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 9-17-14 Approve Minutes 10-1-14	1 <sup>st</sup> J. Notarangelo, 2 <sup>nd</sup> D. Bastedo 1 <sup>st</sup> D. Bastedo, 2 <sup>nd</sup> M. Batalo	
Board Policies BYOD Document Retention Library and Support Services	Committee recommended to change the “will wipe” to “can wipe” in the BYOD policy. No other changes	
Office 365 free for Students	Notice sent via email, FB and Posted on Website	
Online Committee	No Report	
TESS Reports	Email migration continues. 10-50 adjunct boxes a day. 1300 mail boxes already moved.  Amin Apps is concentrating on the project of moving Colleague gray screens to standard screens so users can use WebUI instead of Desktop UI which is no longer supported. Mobile project currently on hold. Vendor was unable to get student registration working as we would like without investing much more money in the project. Mobile Project committee evaluated DubLabs and decided to move forward with their mobile app. However they are not able to start the project right away. Plan to kick off our project with them in March or April.	

College Council	<p>College Council went through the process of prioritizing Faculty and staff hiring. Once committee approves the minutes it will go to the President for final decision.</p> <p>Program Review needs requests have been allocated funding by College Council once again. Departments can expect to receive the funds in January. All funds will need to be expended by June 30.</p>	
Professional Dev.	No Report	
CTS Report	<p>R. Hrdlicka shared the CTS Program Review Needs Requests and EMP documents with the committee</p> <p>Cybrarian: working to setup a trial to change the way students use the computers in the library. It will provide a login screen instead of a checkout system.</p> <p>CTS is working on deploying Virtual Desktops for SARs and other systems around campus. This should reduce TCO for computer systems.</p> <p>Move Quick Copy to Lib 149 Student services wants to use the current room for a student lounge.</p>	
New/Old Business		
<b>Next Meeting</b>	<b>November 19, 2014</b>	<b>CTS 101</b>

<b>SBVC Technology Committee</b>	<b>12-03-2014 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin	@Flaa, Jonathan @Hamdy, Rania(ProDev) Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase	Nguyen, Joseph @Notarangelo, Joseph Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 11-05-14	1 <sup>st</sup> D. Bastedo ,2 <sup>nd</sup> J. Sims	
Board Policies	No comments	Remove from agenda
Program Review Technology Requests for Prioritization	Items funded last year to be removed. Items already covered by CTS will be removed. R. Hrdlicka to send final list for Prioritization. Committee will send their Priorities to R. Hrdlicka by 12/15/14. By 12/16/14 R. Hrdlicka to send out prioritized list for final vote. Vote Due 12/18/14.	Send Final list to College Council
Online Committee	No Report	
TESS Reports	Office 365 mostly moved Mobile Ellucian moving forward Gray Screens	
College Council	Benches Charging Kiosks/Gathering places	
Professional Dev.	Adjunct Orientation Breakout sessions. Jan 8 meet the expert's technology open lab.	
CTS Report	Rotation <ul style="list-style-type: none"> <li>• PCs mostly complete</li> <li>• Servers/storage</li> </ul> Tech building remodeling Gyms Construction	
New/Old Business	none	
<b>Next Meeting</b>	<b>January 21, 2015</b>	<b>CTS 101</b>



<b>SBVC Technology Committee</b>	<b>01-21-2015 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin @Flaa, Jonathan	@Hamdy, Rania(ProDev) @Hua, Henry Jackson, Jack (Online Ed) @Jackson, Mona @Jakpor, Riase @Nguyen, Joseph	Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe Sims, Jeremy (DCS) Trejo, Sam Wall, Patti @Jaramillo, Gabriel (ASG)
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 12-03-14	1 <sup>st</sup> H. Hua ,2 <sup>nd</sup> D. Bastedo	
Board Policies	No Report	
Copier Lease	<ul style="list-style-type: none"> <li>• Lease expiring in June</li> <li>• Plan to purchase limited # of models.</li> <li>• 2 slower copier vs 1 faster copier in quick print.</li> <li>• Eliminating quick print and allowing users to print on department printers <ul style="list-style-type: none"> <li>○ What is the resistance? Office not wanting extra load or faculty wanting high speed</li> </ul> </li> <li>• Color vs BW copiers in division in Offices. Do by department that ae truly willing to pay for it.</li> </ul>	
Program Review Technology Requests for Prioritization	Final list was created, approved and submitted to College Council	
Online Committee	No Report	

TESS Reports	<p>Mobile App released Technology Committee. Should be ready to publish on Google and Apple by Spring Break.</p> <p>Office 365 for faculty and staff. Jeremy and Trelisa will test and prepare documentation for public release. We will not be supporting employee devices only providing instructions. Lync, 1 TB OneDrive included. Testing to find out if SharePoint still changes the interface on Office 365.</p>	
College Council	<p>Discussion about membership. Whether to include Black Faculty and Staff/ Latino Faculty and Staff associations.</p> <p>Committee was increased to include all shared governance chairs and co-chairs.</p> <p>Discussion about faculty committee attendance. What to do since some faculty do not attend the committees they are assigned to.</p> <p>Meeting time will be extended from 1.5 hours to 2 hours every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month.</p>	
Professional Dev.	<p>Classified connections week will be happening during Spring break again this year. Asking managers to encourage staff to attend.</p> <p>Demand for training adjuncts on using blackboard has increased. More seasons will be scheduled.</p> <p>Great teachers retreat will take place on 3/16/15 form 8-5 ProDev is taking reservations. There will not be a fee this year.</p>	
CTS Report	<p>Storage and server replacement project moving along. All equipment has arrived working to schedule Dell to install the equipment.</p> <p>DCS updated ImageNow over break. If anyone still needs updates they need to submit a ticket.</p>	

New/Old Business	<p>ASG may be willing to pilot a charging station system on the campus. R. Hrdlicka to meet with the group.</p> <p>R. Jakpor proposed doing a technology open house. To show off all the great software and hardware applications that are available. To students, faculty, and staff.</p>	
<b>Next Meeting</b>	<b>February 4, 2015</b>	<b>CTS 101</b>

<b>SBVC Technology Committee</b>	<b>02-17-2015 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin Feist, John (Classified Senate)	@Flaa, Jonathan @Hamdy, Rania(ProDev) Hua, Henry @Jackson, Jack (Online Ed) @Jackson, Mona @Jakpor, Riase @Jaramillo, Gabriel (ASG)	Nguyen, Joseph Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 1-21-15	1 <sup>st</sup> D. Bastedo ,2 <sup>nd</sup> R. Hamdy	
Board Policies	TESS Managers suggesting change to AP6420 Computer Use Policy. In the area of Encryption for Mobile Devices, use of Office 365 Pro Plus for employees, and Cloud Storage	Draft to come to Technology Committee
Copier Lease	Konica unable to provide qualified contract to piggyback off of. RFP for copier replacement is being prepared. Suggested that winning bid will pay for Konica rent if they cannot deploy in timely manner.	
Encryption on Laptops	Valley, District and Crafton Technology Services is exploring the best way to deploy encryption on mobile devices. BitLocker and File Vault will be used.	
Program Review Status	Purchased much of the equipment. Some has arrived still working on NetLab. Reading will need to petition College Council to increase amount to purchase Steck-Vaughn software. They only asked for 15k and quote is 20k+.	

<p>Online Committee</p>	<p>We received high accolades from Accreditation for our online classes and report.  Online student unduplicated head count made up 20% of our students in Summer and Fall.  Next issue that Online committee will address retention rates for Online classes. While our online retention rates are lower than the state average it is still higher than traditional.</p>	
<p>TESS Reports</p>	<p>Internet down over the weekend due to a cut cable.  Students have had problems accessing Office365 ProPlus. If they contact the helpdesk they can have their passwords reset and this solves the problem.  Office 365 PorPlus for employees allows employees to install Office 2013 on up to 5 personal devices. It links One drive to those devices. We need to work out the policy before we can activate it.   Administrative Apps has been working on converting Gray screens to Colleague UI screens. It is a long process.   Mobile Apps are almost ready for release. Just need to verify all the bugs are out.</p>	
<p>College Council</p>	<p>Committee is concerned about all the negative press we have received over Accreditation. The major issues that need to be address are with the District.  Vacant Positions: College Council approved the hiring of several vacant positions.</p>	

Professional Dev.	<p>Professional Development received accommodations for their work from Accreditation.</p> <p>Upcoming events:</p> <ul style="list-style-type: none"> <li>• Flex Day April 1<sup>st</sup>.</li> <li>• Classified Connections week</li> <li>• Spring Break.</li> <li>• More Blackboard Training</li> </ul> <p>ProDev will be attending Division meetings to support compressed calendar. A compressed calendar will allow for more time for training, dept., and div. meetings.</p> <p>Last chance to get conference requests in this year is coming very fast.</p>	
CTS Report	<p>Server install on hold for missing parts.</p> <p>Cybrarian installed in the library. It allows for student to choose any computer and login so they do not need to stand in line for a computer. Also allows for data collection and computer time management during peak hours.</p>	
New/Old Business	<p>Single Sign on. Question came up as to where we at with getting all logins to a single sign on. This is not currently a priority. Many logins have been consolidated.</p>	
<b>Next Meeting</b>	<b>March 4, 2015</b>	<b>CTS 101</b>

<b>SBVC Technology Committee</b>	<b>04-15-2015 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Dillard, Kristin @Feist, John (Classified Senate)	@Flaa, Jonathan Hamdy, Rania(ProDev) Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase @Nguyen, Joseph	Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DCS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 2-17-15	Held until next meeting	
Board Policies AP2510 – Expectation for committee conduct.	Discussed what can be done when members are not attending or participating in committee meetings.	
Governance Handbook	No changes suggested	
Copier Contract	Chose vendor from RFP currently negotiating contract	
Encryption on Laptops	Per policy all laptops need to have encryption on them. CTS will be adding encryption to all laptops	
Online Committee	Have a major proposal for reimaging, deinstitutionalizing distance learning. Working with Dr. Kinde to identify funding so we can hire a coordinator for Distributed Education on campus. Close to 20% of al SBVC seats are DE classes.	
TESS Reports	Mobile App launched. Request was made to add faculty access to classes via the App.	
College Council	Vacant Positions	
Professional Dev.		
CTS Report	Email to go out for Faculty Laptops	
New/Old Business		
<b>Next Meeting</b>	<b>May 6, 2015</b>	<b>CTS 101</b>

<b>SBVC Technology Committee</b>	<b>05-06-2015 1:00 p.m. – 2:00 p.m. CTS 101</b>	<b>Minutes</b>
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) Dillard, Kristin @Chang, Andy (DCS)	@Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania(ProDev) @Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase	Nguyen, Joseph Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DTS) Trejo, Sam Wall, Patti
<b>Topic</b>	<b>Discussion</b>	<b>Further Action</b>
Approve Minutes 2-17-15 Approve Minutes 4-15-15	1 <sup>st</sup> J. Sims ,2 <sup>nd</sup> D. Bastedo 1 <sup>st</sup> J. Sims ,2 <sup>nd</sup> J. Jackson	
Elect Co-Chair for 15-16 Elect Note Taker or Record?	D. Bastedo was Nominated by M. Batalo and 2 <sup>nd</sup> by J. Jackson. No other nominations. Election was unanimous  We will record all future meetings instead of electing a note taker.	Rick to purchase recorder
Board Policies	Many Policies changes on hold BP1200 and AP7150 passed through District Assembly at last meeting. Printing fees removed from AP4040 and returned to AP5030 but requested changes were left out to clarify where Printing fees could be charged and pricing was not adjusted down as requested.	
Copier Contract	There will be some hands on training during rollout. New print spoolers and drivers will require reinstallation of copiers on computers.	
Rotation 2015-2016	Email wen to Faculty and Staff. If faculty or staff are having problems with their computer, put in a helpdesk ticket to speed up the process. Student labs that need replaced have been identified.	



Online Committee	<p>Student Satisfaction survey.  90% expectations met  90% within 30 miles  95% satisfied or very satisfied and would take another class  Many take classes because they have a perception that it would be easier only to find out it is not.</p>	
TESS Reports	<p>A. Chang will be attending to represent Admin Apps.  J. Simms Email Migration mostly complete. Will be taking down Server once all groups have been moved to Microsoft. Office 365 for Students is up and allows students to get access for free. Office 365 for Employees will require all employees to take training before granting access.  Final stages on generator replacement for CSB.</p>	
College Council		
Professional Dev.	Office 365 for employees Managers retreat.	
CTS Report		
New/Old Business		
<b>Next Meeting</b>	<b>September 2, 2015</b>	<b>CTS 101</b>