SBVC Technology Committee	09-02-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) @Chang, Andy (DCS) @Feist, John (Classified Senate)	@Flaa, Jonathan @Hamdy, Rania(ProDev) Hastings, Ron 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

Topic	Discussion	Further Action
Approve Minutes 5-6-15	1st D. Bastedo ,2nd J. Jackson	
Review Missions and Charge Technology Campus	No Change Campus Mission eliminate last part	Rick to draft and send
Program Review Technology Request Form	Committee looked at the form and suggested some modifications. R. Hrdlicka will make changes and send form back to Program Review	
Copier Contract	Papercut http://10.164.20.65:9191 Showed group around papercut. Student accounts 130,000 accounts because all students. Demo'd reports available. Ability to transfer funds to other users. Logging of user jobs. Provides more overview. Managers received training. Training scheduled at upcoming all secretary meeting. Have to pay to return copiers to San Diego.	
Rotation 2015-2016	Finished HLS130, Arch, others Lab Laptops left Faculty and Staff computers Music Lab Left Replaced NH222 to n-computing. 50/50 in the lab. J. Notarangelo says did not notice the change. All machines running well.	

Protecting your login Credentials	R. Hrdlicka gave presentation with managers about the importance of not logging into a computer for others to use. Risk of people using your email account or performing malicious tasks. Will have similar presentation at upcoming Secretaries meeting. Ask committee to share this with constituents.	
Online Committee	First Meeting Friday 255 DE Sections 18% of all sections 131 different classes 95 faculty, 37 depts., every division Direct DE Online Ed system at state "Canvas"	
TESS Reports	A. Chang Automated drop students finish this month State Ed planning tool for both campuses. Valley use SARS alert Crafton Early alert. 25 Live schedule campus resources going to TESS Exec J. Sims Office 365 ProPlus HTTP://Portal.Office.com use Campus email and Password. ERP presentations Workday, Oracle, ADP Generator Replacement and Test Sitecore replacement: looking at vendor proposals out for bid. January Implementation	
College Council	Covered earlier	
Professional Dev.	Office 365 trainings over summer went well. Adjunct at orientation. Blackboard Canvas on radar.	
CTS Report	Covered earlier	
New/Old Business	CollegeBuys.org discounts for Faculty, Staff, and Students Computer Replacement forms for Faculty from Spring entered into helpdesk. Send replacement Requests to helpdesk. Went over submitting helpdesk tickets.	
Next Meeting	**September 2, 2015**	**CTS 101**

SBVC Technology Committee	09-16-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) @Chang, Andy (DCS) @Feist, John (Classified Senate)	@Flaa, Jonathan @Hamdy, Rania(ProDev) @Hastings, Ron @Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase	Nguyen, Joseph @Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe Sims, Jeremy (DTS) @Stewart, Anakary (ASG) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 5-6-15	1st R. Hamdy,2nd J. Jackson	
Review Missions and Charge Technology Campus		
Review Technology Plan	Committee discussed the need to review and update the Campus Technology Plan. Reviewed the 6 goals and decided that there was no need to make any changes to the goals or language at this time. 1st J. Notarangelo, 2nd J. Jackson. All for. We will review each of the goals and their associated strategies during upcoming meeting. With the goal of having a new plan by the end of the academic year.	
Vendor Resources	Discussed feasibility and issues surrounding sharing vendor discounts and resources with students and employees. Decision was made to provide link to resources and include a disclaimer. R. Hrdlicka to edit pages. Also add links to Student and Staff pages on site. Finally email link to page at start of each semester.	
Rotation 2015-2016	Papercut deployment continues. Library updated to Papercut. Students will now be able to login and reset their pin code. Login with student email username and passcode. Working on web print. Longer term goal is to allow students to put money on accounts. Need a policy. Continue to deploy computers to staff and labs.	

Online Committee	20.3% of all seats are online/hybrid. Shows the need for a DE coordinator. State Online education initiative. Students can take classes in other colleges as long as seats are available. Need for common learning management system. Adopted Canvas. CHC and SBVC discussing whether or not to adopt Canvas. State will fund through 2019. District will only support one system. Crafton wants to adopt Canvas. Valley wants to discuss and develop timeline. Important to think process through. J. Jackson proposes we take until May to evaluate and vote at Academic Senate in May meeting. Committee discussed costs and processes. Do we have to convert to compete? How are colleges paid for classes offered through consortium? Teaching campus gets FTES? Possibly lose FTES if our students take classes at other campuses. Instructors would need to be trained and certified to teach in consortium. Course would need to be approved to be a part or the consortium.	
TESS Reports	TESS Executive Committee Meeting this Friday. Ed Plan / Degree Audit. Hobsons Starfish 25 Live room management system	
College Council	Program Review needs assessment coming up soon. Goal to have needs assessment needs to prioritized and given to College Council by January. Funding from State for more faculty.	
Professional Dev.	Office 365 training continues. Staff need Office 2013 training.	
CTS Report	Covered already.	
New/Old Business	None	
Next Meeting	**October 7, 2015**	**CTS 101**

SBVC Technology Committee	10-07-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) @Chang, Andy (DCS) @Feist, John (Classified Senate)	@Flaa, Jonathan Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed) @Jackson, Mona @Jakpor, Riase	Nguyen, Joseph @Notarangelo, Joseph Salazar, Filipe @Sims, Jeremy (DTS) Stewart, Anakary (ASG) Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 9-16-15	1st D. Bastedo ,2nd R. Jakpor	
Review Technology Plan Goal 1. Supporting Strategies:	Committee made a few grammar/wording edits and added one new strategy. See attachment	
Vendor Resources	Committee looked at the changes Rick made to the CTS department website and made a few suggestions.	
Online Committee	SBVC and Crafton to meet next Monday to come up with a framework to evaluate and plan possible migration to Canvas. J. Jackson did a test export from Blackboard and then import into canvas. The process was pretty simple. There were problems if the course was customized and with exam/quizzes. Canvas; course menu is very rigid.	
TESS Reports	Degree audit presentation last week	
College Council	Program Review Funding – Committee may be doing some needs requests funding this semester.	
Professional Dev.	No report	
CTS Report	Working on LA Building rewire planning	
New/Old Business	None	
Next Meeting	**October 21, 2015**	**CTS 101**

SBVC Technology Committee	10-21-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy @Blecka, Lori Bojorquez, Ana (DSPS) Chang, Andy (DCS) Feist, John (Classified Senate)	@Flaa, Jonathan @Hamdy, Rania (ProDev) Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona @Jakpor, Riase	@Nguyen, Joseph @Notarangelo, Joseph Roseli, Gabriel Salazar, Filipe @Sims, Jeremy (DTS) Stewart, Anakary (ASG) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 10-7-15	1st ,2nd	
Review Technology Plan Goal 3. Supporting Strategies:	Goal 1. We made a few changes and the committee voted to approve. 1st D. Bastedo, 2nd J. Nguyen. All for. Skipped Goal 2 Online Committee to review and suggest changes. Goal 3. Made changes and the committee voted to approve. 1st R. Hamdy, 2nd P. Wall 11 For 1 Abstain.	
CTS Program Review requests	R. Hrdlicka shared the CTS Program Review requests and EMP with the committee and got feedback on how to make the requests better.	
Online Committee	Distributed Ed Council met and discussed Canvas. J. Jackson said that the issued he talked about last meeting on converting a Blackboard class to Canvas have been solved. Took about 40 minutes to convert a course. When state was evaluating Canvas the surveys showed that students liked Canvas better than the other LMSs that were evaluated. There could be significant cost savings for the district.	

Online Committee (Continued)	State is offering several items (CARROTS) to convince schools to change over. Online tutoring, 24/7 Student Helpdesk. 21 colleges have adopted Canvas and 40 more discussing it. Training available on Lynda.com and @One	
TESS Reports	Ordering equipment to replace Firewalls, DNS and cover scheduled maintenance.	
College Council	Faculty Hiring 8 Faculty to be hired for Spring. Last year's needs assessment list used.	
Professional Dev.	PureSafety training site coming online. Working on getting training for Canvas through @one.	
CTS Report		
New/Old Business	English SBVC Horror Stories and Candy	
Next Meeting	**November 4, 2015**	**CTS 101**

SBVC Technology Committee	11-04-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Chang, Andy (DCS)	Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona	Jakpor, Riase @Nguyen, Joseph Notarangelo, Joseph @Sims, Jeremy (DTS) Stewart, Anakary (ASG) Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 10-21-15	1st J. Jackson ,2nd D. Bastedo	
Review Technology Plan Goal 4. Supporting Strategies:	Edited Goal 4 and voted to approve. 1st J. Notarangelo, 2nd A. Bojorquez, All in favor.	
Education and Facilities Masterplans	Hrdlicka and Bastedo talked about the Facilities masterplan and the need for the committee to review the files posted on the committees webpage.	
Online Committee	Meeting next Friday. Cannot keep Blackboard and use Canvas also. Exchange course must be through Canvas. Therefore we have to move to Canvas to participate.	
TESS Reports	none	
College Council	Needs Assessment from 14-15 is under discussion. Budget, Facilities, Equipment and Technology needs to be funded $1 million dollars. Discussing on how to divide the funds.	
Professional Dev.	OU Campus Training. Moving from Sitecore to OuCampus for website management.	
CTS Report		
New/Old Business		
Next Meeting	**November 18, 2015**	**CTS 101**

SBVC Technology Committee	11-18-2015 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) @Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori Bojorquez, Ana (DSPS) @Chang, Andy (DCS)	@Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania (ProDev) Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed) Jackson, Mona	@Jakpor, Riase Nguyen, Joseph @Notarangelo, Joseph @Sims, Jeremy (DTS) Stewart, Anakary (ASG) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 11-04-15	1st D. Bastedo ,2nd J. Notarangelo	
Review Technology Plan Goal 5. Supporting Strategies:	Professional Development to look at this goal and provide input.	
All Campus Emails	How do we deal with people replying to all on Campus Email. List is supposed to be for campus announcements. Some people want to use it as a discussion board. Committee had a long discussion on this topic. We came up with a solution. R. Hrdlicka will work with J. Sims to create a Email group called SBVC Chatter. Members will be able to add themselves to the list and any topic (within reason) can be discussed. People can post announcements.	
Prioritize Technology Needs Requests	Committee will review 10 requests prioritize them and return to R. Hrdlicka prior to next meeting.	
Education and Facilities Masterplans	The District has contracted with a consultant to write a district wide, and individual Education and Facilities Masterplans. College Council to meet with Master Planners in December. They will start meeting with the campus in the Spring. Plan to be in final draft state by end of Spring semester.	
Online Committee	Met last Friday and discussed online education initiative. Waiting for MOU to get a clearer understand of what is being offered and what will be required of us.	

TESS Reports	none	
College Council	See above	
Professional Dev.	January - OUcampus Training, Adjunct Orientation, flex days, office 365 training, open labs, sharing documents and blackboard trainings.	
CTS Report	Office 2016 released have started installing it instead of Office 2013. We are now installing the 64-bit version of Windows 7 on all computers. Plans to move PS135 to ncomputing clients.	
New/Old Business		
Next Meeting	**December 2, 2015**	**CTS 101**

SBVC Technology Committee	02-03-2016 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@ Hrdlicka, Rick (Co-Chair) Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) @Chang, Andy (DCS)	@Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed)	@Jackson, Mona @Jakpor, Riase @Nguyen, Joseph @Notarangelo, Joseph @Sims, Jeremy (DTS) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 11-18-15	1st R. Hamdy ,2nd J. Jackson	
Review Technology Plan	J. Jackson, R. Hamdy, and A. Bojorguez are all going to review the goals and objects for Online Education, Professional Development, and Section 504 and bring back suggested modifications.	
All Campus Emails	SBVC Chatter group has been setup. R. Hrdlicka has been directed by G. Kuck and College Council that we need to have a clear policy of who and how the group is to be used.	
Technology Needs Requests	J. Sims motioned and J. Jackson 2nd a motion to approve the prioritization of Technology requests for the Fall 2015 Program Review needs assessment.	
Education and Facilities Masterplans	Contractor is in the process of gathering info from the various departments on campus. They really missed an opportunity at the all campus meeting to explain why we were doing this. Many did not understand the reasons behind the process. It is important that we complete this plans to be eligible for possible upcoming state bond measures that will be on the November 2016 ballot.	
Online Committee	Online Education Initiative still a major discussion. Exec. Dir. Pat James will be on Campus on Friday, March 4, 2016 for an all-day conference on the initiative. We are still waiting for a signed MOU.	

TESS Reports	Ongoing Office 365 training. EPI (Ed Planning Initiative) started degree plan/ audit/ early alert summer 2016 ERP (Enterprise Resource Planning) has been under way for last several months. Several vendors presented their solutions. Oracle was chosen for Financials, ADP was selected to Payroll and HR. The plan is to be fully converted and of the Counties financial and HR systems by July 2017. If me miss this date, we will have to wait until July 2018. OU Campus deployment has been delayed. Training will happen in March.	
College Council	College Council voted to approve the filling of a women's basketball coach position that has been vacant since the beginning of the fall semester.	
Professional Dev.	Workshop for Basic Skills OEI Conference Conference requests closing Basic Skills – One Book One College.	
CTS Report	Received the funding for 2014-15 Program Review technology requests waiting for budget transfer to start making purchases.	
New/Old Business		
Next Meeting	**February 17, 2016**	**CTS 101**

SBVC Technology Committee	03-02-2016 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Chang, Andy (DCS)	Feist, John (Classified Senate) @Flaa, Jonathan Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed)	@Jackson, Mona @Jakpor, Riase @Nguyen, Joseph Notarangelo, Joseph @Sims, Jeremy (DTS) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 02-03-2016	1st M. Batalo ,2nd P. Wall	
Review Technology Plan	Waiting on input from Professional Development, Online Committee and DSPS	
Charging Stations	CTS will be purchasing and deploying.	
Technology Needs Requests	Purchases have been made for the following requests Sociology DSPS Geography English Reading	
Education and Facilities Masterplans	Ongoing meeting with College Council	
Online Committee	Received the draft MOU from the state many concerns	
TESS Reports	ERP project underway. Kick off meeting was on 3/1/16. Project to be complete by 7/1/2017. Evaluating Regroup to either replace or augment Emergency notification and marketing notifications. Blackboard Connect not designed for marketing.	
College Council	College Council voted in new Mission. Was necessary to meet accreditation standards. Much longer than current statement. Will go to the Board for final approval.	
Professional Dev.	None	

CTS Report	Retirement Program Review Notice of due dates Lab/Classrooms Digital signage Evaluating Windows 10. Have started to deploy Office 2016	
New/Old Business		
Next Meeting	**April 6, 2016**	**CTS 101**

SBVC Technology Committee	04-06-2016 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) @Chang, Andy (DCS)	@Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed)	Jackson, Mona @Jakpor, Riase Nguyen, Joseph @Notarangelo, Joseph @Sims, Jeremy (DTS) Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 03-02-2016	1st J. Jackson ,2nd J. Notarangelo	
Review Technology Plan	Reviewed online goals and voted 1st J. Notarangelo, 2nd R. Hastings carried	
Charging Stations	Discussed charging stations one more time. Purchase a lockers system for Library and Success Center. Also stand for Cafeteria and Welcome Center. Lockers will have electrical outlets so users and plug in their charge and leave the device to charge. Returning later to retrieve their device.	
Technology Needs Requests	R. Hrdlicka reported on status of needs request purchases. Items have begun to arrive.	
Education and Facilities Masterplans	College Council continues to meet with Facilities and Educational master planners. Report shows that we are underutilized for lecture space. We need more lab space. Therefore we will not be able to add lecture space.	
Online Committee	J. Jackson handed out a resolution document that Academic Senate is working on to support creation of a Coordinator of Online Education for the campus.	

TESS Reports	ERP project underway Yvette Tram is the project manager. Working to get data dump from County to build that beta system so that they can begin organizing the data. Looking to replace Blackboard Connect with Regroup. Allow to do both emergency notifications and outreach OU Campus has a plugin for email campaigns looking into using it. Generator replacement for CSB moved to December.	
College Council	Voted to replace football coach	
Professional Dev.	Flexday April 12th. OEI, EPI, and CAI conference videos are posted online OU Campus training continues. In order to get editing access to the website users need to take the training.	
CTS Report	Campus Center – Installing 6 – 80" displays, with digital signage, and sound system. Wifi upgrades – New equipment has arrived and CTS is working on configuring the system and will begin deployment in the summer. Gymnasium Project – New move in date July 12th. All equipment has arrived Digital signage – Student Success funds are going to be used to install digital signage around the campus.	
New/Old Business	R. Hastings - Campus is looking into state open source textbook initiative. We are getting a late start and need a minimum number of faculty in order to participate R. Hastings – There is a CCC system wide RFP for an integrated Library system. It would replace OCLC.	
Next Meeting	**April 20, 2016**	**CTS 101**

SBVC Technology Committee	05-04-2016 1:00 p.m. – 2:00 p.m. CTS 101	Minutes
@Hrdlicka, Rick (Co-Chair) Bastedo, Dave (Co-chair) @Batalo, Mandy Blecka, Lori @Bojorquez, Ana (DSPS) Chang, Andy (DCS)	@Feist, John (Classified Senate) @Flaa, Jonathan @Hamdy, Rania (ProDev) @Hastings, Ron Hua, Henry @Jackson, Jack (Online Ed)	Jackson, Mona @Jakpor, Riase Nguyen, Joseph @Notarangelo, Joseph @Sims, Jeremy (DTS) @Wall, Patti

Topic	Discussion	Further Action
Approve Minutes 04-06-2016	1st J. Notarangelo ,2nd J. Feist	
Review Technology Plan	6.3.3 modify wording to Maintain Goal 6 Vote to approve. 1st A. Bojorquez 2nd R. Hamdy Carried	
Charging Stations	Purchased 2 lockers an 2 easel stations.	
Technology Needs Requests	All Technology needs requests purchased	
Education and Facilities Masterplans	Reviewed plan. Talked about parking at MCHS and Swapmeet.	
Online Committee	Canvas LMS will not be phased. Everyone will be on Canvas Fall 2017. Academic senate to vote May 18th. A handout of the differences between BB and Canvas was distributed.	
TESS Reports	No Report	
College Council	Retirement positions filled Chancellor came to visit and talk about the budget.	
Professional Dev.	ouCampus and Office 365 training planned	
CTS Report		
New/Old Business	End of year survey was circulated and completed.	
Next Meeting	**September 7, 2016**	**CTS 101**