San Diego Miramar College
Technology Committee
Tuesday, October 23, 2018 - 3:00 p.m. to 4:00 p.m., Rm. L-108
Co-chairs: Daniel Miramontez and Kurt Hill

MINUTES

Members: D. Miramontez, L. Woods, K. Hill, G. Choe, K. Reinstein, O. Lazaro, R. Marine*, D. Halttunen, B. Wilborn, G. Magpuri, and B. Pacheco*

Absent: T. Williams, D. Mehlhoff, L. Ascione, and A. Viersen

Guest: Y. Giang

Membership clarification

Call to Order: Called to order at 3:02 p.m. by D. Miramontez.

1. Approval of Agenda. The agenda, was moved by B. Pacheco, and seconded by G. Magpuri and carried to approve the agenda of October 23, 2018.

2. Review of Minutes from September 25, 2018. The minutes for September 25, 2018 (with membership clarification needed for Classified representative) was moved by G. Magpuri and seconded by G. Choe and carried to approve.

				*Strategic Goals	Accreditation Standards

New Business:

1. Technology Related RFF Prioritization.   **II.2, II.4**   **III.C**

   This agenda item will be taking up most of today's Technology Committee Meeting. Prioritization process to include scope of impact, if it can be funded/provided through other means, critical in nature, discussion in program review, and feasibility. Technology Committee prioritization ranking is as follows:

Outcome Description	Action Item Title	Explain how the action will support your Program Goals and your Program/ Course Learning Outcomes?	Resource request item and quantity	Technology Committee Ranking	AV/ICS Comments
	Goal 4: Action Item #1 Improve Classroom Technology	The Program's goal is to increase the quality of of instruction in Social and Behavioral Sciences and History	12 each Overhead classroom projectors - $4400 each Several units in H Building and L302	1	May Receive Other Funding (Critical for Campus)
	Goal 4: Action Item #1 Improve Classroom Technology	The Program's goal is to increase the quality of of instruction in Social and Behavioral Sciences and History	12 each Overhead classroom projectors - $4400 each Several units in H Building and L302	1	DUPLICATE
Improve website/mobile app/Internet presence, accessibility and effectiveness.	School AV needs		Work with AV to get as many s5 lab room projector system replaced	2	May Receive Other Funding (Critical for Campus)
Improve website/mobile app/Internet presence, accessibility and effectiveness.	Purchase Development tools		JetBrains all products pack has tools for PHP, database & .NET (and more) development	3	Campus wide impact, low $$
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and refreshed technology infrastructure and equipment to provide continued services throughout the campus.	Purchase of New Learning Resources Audiovisual Technology and Replacement of Aging Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including video production, photography, and other digital media) that supports campus/districtwide marketing and	Canon EOS-1D X Mark II or equivalent (2)	4	Critical for campus outreach, media, and instruction.
Improve website/mobile app/Internet presence, accessibility and effectiveness.	Subscription to "Drupalize Me"		Drupalize me is a subscription site with drupal resources and training	5	Campuswide impact for very low $$
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Mac production computers (1 macbook pro, 1 iMac)	6	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Music License	7	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Stabilizers	8	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	High quality studio reference monitors (2)	9	Critical for campus outreach, media, and instruction.
Improve website/mobile app/Internet presence, accessibility and effectiveness.	Purchase MockPlus		Website prototyping tool	10	Campuswide impact for very low $$

				Rank	Comments
IMMEDIATE UPDATE to Bring Studio back online (currently not operational, we are in crisis mode)	The studio's operation is currently down and not functioning. We are	Items are critical to studio operation: Qty Item	Channing Booth cbooth@sdccd.edu	11	Program Critical - Consulted with AV and ICS
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Studio microphone and preamplifier	12	critical for campus outreach, media, and instruction.
Library Resources to better support student learning success/services	Provide work flow function and efficiency to faculty, students and	Students have requested charging stations as an alterative to insufficient outlets in the library. Portable	Portable Battery Charging Dock Station (2)	13	Critical for campus Priority for Library Patrons/Students
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Lighting Gear	14	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Studio Headphones	15	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Professional lenses w/ UV and neutral density protection covers	16	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Loudness Meters	17	Critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Memory cards	18	
Library Resources to better support student learning success/services	Provide work flow function and efficiency to faculty, students and	Students have requested that the Library should be equipped with a scanner accessible to students	Scanning System for books and documents (1)	19	Critical for campus Priority for Library Patrons/Students
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Lighting meters (2)	20	Critical for campus outreach, media, and instruction.
Library Resources to better support student learning success/services	Provide work flow function and efficiency to faculty, students and	Additional power/electrical outlets on tables will help support students with the usage of their laptops and	17-additional power extensions on study tables 11-additional circuits/wall outlets	21	Critical for campus Priority for Library Patrons/Students
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Canon Cinema EOS C300 Mark II Camcorder Body x2	22	critical for campus outreach, media, and instruction.
Library Resources to better support student learning success/services	Provide work flow function and efficiency to faculty, students and	Television will display important announcements and upcoming special events	Digital Signage (2)	23	
Library Resources to better support student learning success/services	Provide work flow function and efficiency to faculty, students and	Without an effective security system in place, the Library risk the problems associated with the	tattle tap gate security system (1)	24	
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Backup batteries	25	
The department strives to maintain a quality learning environment by incorporating high impact teaching learning	Instructional Facilities	Our desire is to offer state-of-the-art training facilities to meet the needs of our local industry partners. The A200	Add Mock Trial Courtroom/Mock Panel Interview Room, with judge's bench, attorney tables, witness stand, jury box,	26	critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Black Magic Pocket Cinema Cameras 4k (3) w/adapter and peripherals for Canon Lenses or equivalent (3)	27	
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Desktop work area PC upgrades for modern audio/video production and content programming (4)	28	critical for campus outreach, media, and instruction.
The LRAV Department supports events, productions, troubleshooting, inventory, and campus design and needs new and	Purchase of New Learning Resources Audiovisual Technology	The Learning Resources Audio Visual Department must produce high-quality multimedia content (including	Microsoft Surface Pros (3)	29	Critical for campus outreach, media, and instruction.
Equipment and supplies for student success. Maps to the following: PLO 1: Demonstrate understanding of a	Laptop computers for S6207/S6205 physics labs	These items are used extensively in all discipline lab activities. Maps to the following:	Laptop computers , 12 in each room	34	Not the oldest on campus
Increase quality of online instruction and retention of online students.	Goal 3: Action Item #2 Online Teaching Resources	The Program's goal is to increase the quality of online instruction and retention of online students. In Spring	Camtasia license for 5 instructors - $1200 ($240.00 x5) Ipevo Ziggi-HD Plus High-Definition USB	31	Did Not Consult AV/ICS
Repair, upgrade, and modernize hangar facility at Miramar College and Montgomery Field Airport. Computers, projectors, and	Facility Improvement Needs	Repair, upgrade, and modernize hangar facility at Montgomery Field Airport.	Computers, projectors, and internet access at Airport Facility. Higher-performance UAS facility.	32	Did Not Consult AV/ICS
The department strives to maintain a quality learning environment by incorporating high impact teaching learning	Instructional Facilities	Our desire is to offer state-of-the-art training facilities to meet the needs of our local industry partners. The A200	Bring all A-200 classrooms to campus standard, adding fully equipped computer/AV podiums with document	33	Did Not Consult AV/ICS
Increase the quality of the Chemistry Program by focusing on practices, instruction, course sequences, mentoring,	ChemDraw	Software for faculty member to generate chemical structures for exams, activities, and lab manuals.	2 perpetual licenses of ChemDraw Prime	30	

This is the prioritized list of technology items (for ICS and AV review and consultation), which includes ranking comments and if funding is provided by another source. Technology Committee ranking recommendations will be sent to Deans for feedback, with a deadline by Thursday, October 25, 2018 at 3:00 p.m. Once finalized with feedback and comments, this will be forwarded to Budget & Resource Development Subcommittee (BRDS) on Friday, October 26, 2018. Motion was made to approve this prioritization list accordingly.

Old Business:

1. Technology Committee Goals and Membership Change Form.   **II.2, II.4**   **III.C**

   Currently at CEC. Both Academic Senate and managers have approved this form. Awaiting for approval from Associated Student Governance (ASG) and Classified Senate.

2. Accreditation Improvement Recommendation #7   **II.2, II.4**   **III.C**
       Districtwide Technology Committee and Plan.

   Tabled.

3. Technology Committee Recommendations.   **II.2, I.4**   **III.C**

   Tabled.

4. Hardware Standards (e.g. 3D Printers).   **II.4**   **III.C**

   Tabled.

5. Tech Plan 2.1 Update.   **II.2**   **III.C**

   Tabled.

Reports/Other:

1. Website Subcommittee.   **II.2**   **III.C**

   Tabled.

2. Informational Items.

   Tabled.

Next Scheduled Meeting: February 26, 2019

Adjournment: Meeting was adjourned at 4:05 p.m.

San Diego Miramar College Fall 2013–Spring 2020 Strategic Goals:
1. *Provide educational programs and services that are responsive to change and support student learning and success.*
2. *Deliver educational programs and services in formats and at locations that meet student needs.*
3. *Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.*
4. *Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.*