

**San Diego Miramar College
Technology Committee
September 22, 2015 - 3:00 p.m. - 4:00 p.m.
Room L-108**

MINUTES

Present: Daniel Miramontez, Kurt Hill, Alan Viersen, Glenn Magpuri, Kent Keyser, Gene Choe, Glenn Bowers, and Ken Reinstein. Guest: Daphne Figueroa

Absent: Christopher M. Silva, John Kalchik, and Lou Ascione.

- I. Call to Order. The meeting was called to order at 3:01 p.m. by D. Miramontez.
- II. Approval of Minutes. It was moved by A. Viersen, seconded by K. Hill and carried to approve the minutes of April 28, 2015. One abstention from K. Reinstein.
- III. Approval of Agenda. Agenda update to New Business adding; a. Physical Science Technology Questions and Concerns, and b. BRDS. Amended agenda was moved by G. Magpuri, seconded by K. Hill and carried to approve the agenda of September 22, 2015.
- IV. New Business ***Strategic Goals**
 - a. Physical Science Department: Technology Questions and Concerns. **2.4**

Three items of concern: 1) Students are having issues with main District Online Class Schedule page. For example, Chemistry courses, comes up with more than one page, click on page two, then page resets and states that your search was too large. Issue occurs in both Firefox and Chrome. Recommendation was made for ACS to consult offline and will direct/forward findings. 2) When District Online Class Schedule is listed, online classes are listed as City, Mesa, and Miramar for every online course. For online courses, Miramar College is always listed last. Request was made to have results of locations randomized, similar to print and fully online courses. A Suggestion was made to email VC Neault regarding issue and randomize campus listing of online courses. Also, Technology Committee to draft a letter in tandem with Distant Education and pull data to review and submit recommended action. 3) Most employees are receiving "Mailbox is Full" message. Request was made to increase mailbox storage space. Technology Committee will forward mailbox storage space request to ACS, and request training for archiving files to address this issue.

b. BRDS.

2.4

Technology Committee reviewed BRDS RFF Process timeline. BRDS will send email timeline to campus. Prioritized list from Technology Committee will take place at the October 27th meeting and should be sufficient time to review, prioritize, and finalize BRDS technology list.

c. Finalize Committee Meeting Calendar.

2.2,2.4

Technology Committee meets every 4th Tuesday of each month, from 3:00 p.m. to 4:00 p.m., in Room L-108. Consensus was reached and finalized meeting calendar will be sent to all members. Committee members are: Daniel Miramontez, Kurt Hill, Christopher M. Silva, Alan Viersen, Glenn Magpuri, Kent Keyser, Gene Choe, Glenn Bowers, John Kalchik, and Ken Reinstein.

Date	Time	Place
Sept. 22	3:00-4:00	L-108
Oct. 27	3:00-4:00	L-108
Nov. 17	3:00-4:00	L-108
Feb. 02	3:00-4:00	L-108
Feb. 23	3:00-4:00	L-108
Mar. 22	3:00-4:00	L-108
Apr. 26	3:00-4:00	L-108
May (TBD)	3:00-4:00	L-108

d. Technology Committee Goal for 2015-2016.

2.2, 2.4

- i. Technology Plan 2.0: The Next Generation was opened for discussion. Will receive BRDS information to plan what will be done for the following year. What is missing is the planning portion for the future years. Last year, BRDS implemented a 5-year IELM Allocation funding formula. Suggested that BRDS data be used to support where technology will be heading and integrate this into the Technology Plan. To help establish Technology Plan 2.0, funding sources for technology will need to be identified. Conversation needs to be opened with administration, at campus level, to see if there is an overall administration or department approach for technology. Funding sources haven't been identified. The purpose of Technology 2.0 is to plan to drive a resource allocation. Plan to include keeping computers refreshed, warranties updated, updating computers, goal to move to Windows 10, etc. - presenting costs to administration. Discussion points are needed. Questions to be asked: Are departments each allocating and budgeting for their technology refresh? Will consultation be needed? Central approach for budget allocation? What process exists? Will continue with additional discussion points in next meeting.

V. Standing Items

a. Website Subcommittee Report.

2.2

First meeting will be on Thursday, September 24, 2015.

VI. Other.

Thin Client update was requested. Outside consulting begins on Thursday, September 24, 2015, for tear-down and rebuild of Thin Client. Currently, Thin Client is in about a dozen computers in ILC, running on two Dell blades - a mix of session host clients and full VDI.

VII. Adjournment - Meeting adjourned at 4:05 p.m.

****San Diego Miramar College Fall 2013–Spring 2019 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.*