

# SHARED GOVERNANCE COMMITTEE MINUTES

## COMMITTEE: Technology

**Date of Meeting:** 10/30/15 **Location:** CMS 214 **Time:** 1:00pm

**Voting Members Present:** Rod Austria, Jason Bordbar, Julie Pepe, Ryan Yamada, Ashley Sparks, Daniel Waktola, Mari Rettke

**Voting Members Absent:** Danny Villeneuve, Madeline Hernandez (for Sarah Master), Liliana Garcia

**Resource Members Present:**

**Guests Present:** Emil Sargsyan

**Call to Order:** By Julie Pepe at 1:06pm

1. **Approval of Minutes** for 9/14/15 meeting
  - a. Approved by Julie Pepe
2. **Reports**
  - a. **IT Report/Update**
    - i. VDI installation complete
    - ii. Go Print- 90% deployed. Go Print replacing Equitrac pay stations and phasing out print cards. District wide agreement prevents the campus from using online pay systems.
    - iii. East Campus Copy Machine: Copy machine going in near snack stand, using same Go Print system as main campus.
  - b. **Accreditation**
    - i. Section 3C draft submitted, currently 12 pages long. Currently evidence is being organized and linked and with a November deadline.
    - ii. IT projects delayed during accreditation process
    - iii. Media Arts Building
      1. Rod met with CPM to review material & equipment lists and pricing because old lists are out of date. Still need to review fixtures and furniture.
    - iv. Wireless Upgrading
      1. Wireless and phone systems need updating across campus, looking for cost and funding options. Will increase wireless coverage by at least 30%. Measure J funds may help.
    - v. District Wide Projects
      1. LA Build, District Technology Council, TTPC, and VP's of Administration met for bond funded IT project priorities. TPCC and DTC want to fund infrastructure first while the

VP's want to fund security first. Security systems may not be supported by current infrastructure.

2. Next month they hope to have a completed prioritized district wide prioritized tech list.

### **3. Old Business**

#### **a. Campus Security**

- i. Emergency notification test deployed and waiting for survey responses.
- ii. Blackboard Connect: student contact information used but only accurate if students update. Decide if a stop-gap measure can be implemented to force students to check their information is current.
- iii. Liability Concerns- if a student doesn't receive an alert, who is liable? Need to get the system working well, then focus on updating info.
- iv. Public Address System & Panic Buttons: Panic buttons don't work well. Possible to use speaker system on phones to alert in case of campus emergency. Working with Cisco to figure out the cost of phones for every classroom and the cost to update the infrastructure to install them.

### **4. New Business**

#### **a. New Members/Requirement changes**

- i. Currently requires 9 members, may change to 10. College council needs to update membership requirements.

#### **b. Co-Chair**

- i. Tabled until next meeting.

#### **c. Alpha Gamma Sigma Website**

- i. Campus is switching from Omniupdate to Kentico content management systems
- ii. They requested access to update website but process was delayed. They built an off-campus website and now want to move it to the LAMC website. They need to meet with Robert Crossley to discuss editing options.
- iii. Need campus wide website rule/policy for non-faculty focused on training and ability to log in to campus wide website to update their pages.

#### **d. Technology Master Plan 2010-2015 Updating**

- i. It had been voted on and passed in Feb. 2015 technology committee meeting that the updating of the plan would be extended to align with Strategic Master Plan. It was then presented to College Council and approved in March, 2015

#### **e. Possible Co-Chair**

- i. Emil Sargsyan (faculty) arrived late and was interested in being on the tech committee and also being co-chair. Sheila MacDowell

has already committed to another committee and will not be able to serve so there is a position open. Will review with Leslie Milke to see if Emil needs to be part of Academic Senate

**f. Future Meetings**

- i. Due to holidays, we discussed the next meeting to be on Nov. 19th and Dec. 17th. Meetings to be from 1:30-2:30pm rather than 1:00 pm.

**5. Public Agenda Speakers**

- a. No speakers

**6. Adjournment**

- a. Meeting adjourned at 2:25pm

**Next meeting November 19<sup>th</sup> at 1:30pm**