Thursday, September 25, 2014
2:00-3:30pm
Room SMN137

TPC Meeting Notes

Attendance:
Present: Michael Irvine, Patrick Ekoue-totou, Pearl Ly, Steve Newton, Frank Crosby, Derek Wilson
Absnt: John Hinds, Greg Nelson, Shook Chung, Valerie Ware, Ray Marqueda, Cheryl Rogow, Kofi Opong Mensah, Kevin Eagleson

Notes
Minutes and agenda was approved.

Report on Patrick’s presentation to PRAC regarding IT progress (part 3)
- Introduce faculty and staff to technologies. Microsoft free learning tool. Some use by faculty and staff but codes will change after renewal. Patrick will send another email out. Professional development group will be involved.
- Skillsoft training available for IT and lab staff
- Kurzweil implementation - IT can install software, SAS user needs COM account to use. Patrick says TPC needs more information from Matt Dimopoulos.
- Faculty Load and Automated Compensation (FLAC) - postponed, low priority
- Opt out emergency system - recently purchased Blackboard system, moving away from AlertU. Launch on October 1. Campus police will manage. Questions: are faculty/staff cell phone numbers in Banner? Steve suggested that SMS/text is important as is email and phone. Patrick suggested downloading and merging AlertU data with Banner.
- Implement Banner Enterprise Data Warehouse - dropped
- Structure campus-wide migration to MS 2010 - dropped. pushing MS 2013
- Implement Employee Self-Service Portal - completed
- Upgrade server infrastructure - almost completed
- Implement DegreeWorks - completed

Process for computer specials needs; faculty/staff/students (criteria, questionnaire, TAG)
- Examples from other schools? Patrick suggested SRJC general guidelines and petition process based on academic needs.
- Derek shared that there is a rubric for instructional equipment committee which include unique need, rationale for equipment, etc. Request before program review. Helpful info for area dean and department chair. Derek will provide to Patrick.
- Need to consider compliance issues. Derek - each lab is required to have a ADA station with special software and equipment
- Patrick will provide list of criteria to TPC to help prioritize need. IT does not have role for approving/denying requests.
PRAC’s response to TAG

- Concern expressed by Greg Nelson that TAG group would have authority to approve/deny requests, bypassing shared governance and/or management. Mike shared that the group is working on getting information and management can contribute to TAG’s.
- Example: smart classroom TAG. Mike will resend the document to committee members.
- Any committee member should bring technology issues forward for discussion.

Discuss possible Technology Advisory Group (TAG) participation in upcoming technology projects for 2014-15

- How are items added to Technology Plan? Need to formalize process.
  - New plan needs to be developed next year. How to determine needs - consultant hired last time. Talk with other shared governance groups (ex. safety, HR, transfer, etc.). Frank expressed need for close involvement of committee members to develop new plan.
  - Patrick shared that current plan driven by user requests, need to focus on infrastructure to develop services. Mike shared WASC and BOT wanted to see specific plans. Needs to be tied to Educational Master Plan.
- What is the scope of the committee? What should the communication with college community be within the shared governance framework?
  - Post things on TPC page - agenda, meetings, current issues
- Is there a way for the committee to be alerted to new technologies that impact faculty, staff, students, and IT?
  - Discussion about CurricUNET - Derek wants to give feedback on specific modules, version, etc. TPC members not aware of this. Pearl mentioned this has been discussed with Curriculum committee, SLO, Chairs, and Deans. Frank suggested tech review process by TPC to make recommendations.

Other concerns

- Need additional classified member for TPC.
- Wifi access in Performing Arts still having issues

NEXT MEETING DATE AND AGENDA
October 9, 2014, 2-3:30 SMN137