

TECHNOLOGY COMMITTEE MEETING

Monday, February 25, 2008

2:30 pm, Room 1603

DRAFT MINUTES

Present: Mike Ansell, Lindell Bruce, John Gonder, Steve Gunderson, Tina Inzerilla, Laurel Jones, Bob Kratochvil, Sherman Lindsey, John McHugh, Jeannine Methe, Elizabeth Noyes, Brian Owyong, Pat Pohl, Sylvia Rodriguez, Heidi Ulrech, Scott Vigallon

1. Review of the Minutes

The Committee reviewed the minutes from the January meeting. It was noted that one item from Steve Gunderson's IT update needed to be corrected:

- The SARS Call system is an autodialer that reminds students of their Counseling appointments. It is not an email system.

Motion: To approve the minutes from January 28, 2008 with the change discussed.

MSC: Pat Pohl/John Gonder

Vote: Unanimous

2. Compressed Calendar Focus Group

Vice President Jones conducted a focus group related to the exploration of the compressed calendar. She presented a slideshow (with a handout version provided to the Committee), and referred them to the information on models at other institutions that is available on the Intranet. She laid out reasons in support of converting to a compressed calendar, and noted that it is a growing trend among community colleges in California (about 60%). She also encouraged people to contact their counterparts at colleges that have already made the switch to get their feelings about it. Faculty and staff can also fill out an "impact model" matrix, which is designed to gather info on high/low impacts of the compressed calendar in program and discipline areas. Vice President Jones has meet with the students (ASLPC/ICC), and can put the matrix on the web for students to access.

3. District IT Updates

District CTO Jeannine Methe provided the Committee with updates on some of the District initiatives in the area of technology"

- Luminus: This portal will provide student emails; they are ready to convene a sub-committee in preparation of the roll-out; this group will look at procedures, uses, and processes for student emails; Dr. Ansell can forward names of potential members to her.
- Web Group: In March, they will start laying out a timeline for this group to look at recommendations from the Clarus study

(conducted last year), and using the Luminus portal to help with that (marketing, etc...)

- Degree Works: Over the next few months they will lay out a timeline and seek involvement with this project; Degree Works provides student degree audits and student degree plans.
- Email (GroupWise): CTO Methe introduced John McHugh, Senior Analyst in IT Department at District; she announced that they had been able to recover all of the data lost during the email problems, and that in her 30-year career she had only seen this type of corruption occur once before; the email restoration will take place on February 26, and an email was sent District-wide with instructions on steps to follow; District IT staff will be on campus Wednesday to assist people, as will the LPC staff; Mr. McHugh also outlined the other areas for which he is responsible, and offered to answer questions; he noted that IT will be adding a third tier of backup to have an additional layer of protection, which will hopefully prevent another data loss; Mac users will have some different steps to follow for email restoration, and IT can send them specific instructions.

4. Other

Pat Pohl commented about issues related to class rosters. The College is making efforts to move towards paperless operations, but the printable rosters in the new online grading system are formatted in such a way that faculty need to make additional copies to have sufficient writing space.

John Gonder brought up the issue of explicit/offensive material contained in spam emails or the quarantine system. The Committee discussed the potential ramifications of the presence of such emails and the possibility of filtering out “adult” content and/or false positives – or whether it is appropriate for the District to decide what should or should not be allowed into employee email. CTO Methe said that she would take the issue to the Chancellor’s Cabinet for further discussion.

At the next meeting (April), the Committee will talk more about paperless operations and use of a document management system. John Gonder noted that since the last meeting he has received 38 different pieces of paper, only one of which was necessary.

Next Meeting: *Monday, January 28, 2008 at 2:30 pm in room 1603*