



Technology Committee

March 23, 2009
2:30 pm, Room 1603

Present: Bob Kratochvil, John Gonder, Jeannine Methe, Steve Gunderson, Pat Pohl, Scott Vigallon, Heidi Ulrech, Karen Zeigler, Angela Stoffregen, Sherman Lindsey, Elizabeth Noyes, Sylvia Rodriguez, Brian Owyong, Hermina Sarkis-Kelly, Brenda Weak,

1. Welcome

John Gonder welcomed everyone to the March Technology Committee Meeting. He shared his picture of the revitalized fountain running in the evening in front of the LRC.

2. Review of January Meeting Minutes

- The Committee reviewed the January minutes, as there are no minutes from February due to no quorum at February's meeting. No changes noted.
 - MSC: AStoffregen/BOwyong
 - Vote: approved

3. Campus IT Reports

- a. **Instructional Technology** - Steve Gunderson: Reported that they are still busy with the re-route that is in progress and going forward into spring break and beyond.
- b. **Telecommunications** - Heidi Ulrech: The Telecommunications staff took care of quite a few buildings, 100, 100B, 300, 800, 900, 1600 and 1800. Please check out the email that HU sent on status, updates, to see if your building will be affected. Will continue to take us through spring break. M & O will be moved as of 4/4/09 into trailers. Then, cabling will be done and finished. The Ricoh copy center will be moved the weekend before spring break and into spring break. They will close down on the Friday before Spring Break. Hopefully RCC will be up and running the Wed. of Spring Break, and also new cabling will take place there and in 1200 new cabling will take place. Security Master Plan, 2201, 2202, 2204, 2205 and 2206 now have phones. Still working on 2203 and Library lobby. PhoneMail has a few full mailboxes and it needs to be addressed. Especially since Jeannine & others will be joining us in 9 months. John G (JG) asked how much our maximum space is for the phonemail system. HU does not know the actual number. When she runs the reports, we are always full.

- c. **Webmaster** - Elizabeth Noyes: EN reported on the Explore/Dream/Discover student profile banner that is currently running on the website. She is continuing to get more student profiles. Karen Kit is working with EN on the hours of Faculty/Staff, etc. Creating a database project. This allows people to change their own hours, w/o Contribute. Recently assessed how many people are using Contribute. Awaiting an update on the Contribute package, sent to District. Working on the new pages for website w/ Dr. Pollard. Attending a conference next week on content management. JG mentioned how interesting content management can be and about what is out there for colleges. EN mentioned that database info. can be pulled into the website. Scott V spoke about content management and that he would like to work with EN on this endeavor. EN mentioned that this may or may not be an appropriate solution for LPC. JM mentioned that Luminous has a content management module that should be looked at. JG also talked about EN learning what other colleges do for content management.

4. District IT Update

Jeannine Methe provided the Committee with an update on the Web/Zone / Gmail status:

- a. The ZONE/Web Portal – Jeannine Methe talked about the update on the Web Portal. She noted that the changes noted on the January minutes were all taken care of. The end of January there was an effective insert for ClassWeb to tell that emails go to ZoneMail and personal mail. Once implemented, found out weeks later, some classes were very large. Athletics, Sherriff classes, the browsers were incapable of sending out that many characters. The numbers of emails could not go out. Testing was done, and auto facility was put in that allows larger classes to be able to email out in large groups. Since then, several faculty have used it successfully. But there are other faculty members that still cannot seem to make it work. JM is working with Mark Tarte to see why it does not work for him. Christine Hart is also being worked with, to see the problems she is having. Eric Strickland is working with the 2 faculty specifically. JG mentioned that he sat w/ Mark Tarte and tried to help him. Emailing in Groupwise application, it does not work with Mac or Safari. JG is going to sit w/ Mark Tarte and try to capture some data streams and send them to Eric Strickland at Chabot IT. Cindy Brown-Rosefield has experience with Groupwise not working w/ MAC. The phone calls have gone down quite a bit in volume. VP K asked if there is tracking on the calls; people have said that they have not heard back from IT personnel. JM confirmed that everyone gets a response and gets a return call. JG asked Jorge to get some statistics. Breakdown of calls received (see handout from JM). SV asked about the Summer Start of classes and what about students needing help at the beginning of the summer semester? JG mentioned that there is a difference between the civilian version of gmail, compared to the LPC version. JM said that she would like to have JG get back to her on that. JM believes that she got all the encryption, etc. at the start of gmail. Angela S asked if there is a possibility of getting the summarization of how many people use the Zone, and get their information. AS also asked about the CORE team and getting some administrator rights to change tabs, etc. JM said that it will be talked about in the next CORE team meeting.

- b. Jeannine Methe also mentioned that IT would be purchasing a software called Reload. If people delete things, it was tough to reload anyone's emails prior. With this new software it will restore the backup for individuals that lose their information. JM is working with the Curriculum Committees, Curricunet (course outline software) interfaces electronically with Banner. They are looking at it and will happen in the future. Elizabeth Noyes asked if Curricunet has a way to interface outside of Banner, and go directly to Curricunet. The person does not have to be in Banner to go into it. EN spoke about being able to archive and change them throughout the year. Static links to WORD documents are cumbersome right now. They would be all centralized with Curricunet. JM said that both colleges want to move forward with it, and it will likely happen in the future. JG mentioned that EN might want to talk to LaVaughn Hart since she has done a lot of work with it. JM lastly mentioned that Sungard that we might look at and it tracks students, contacts, etc. Deals with what the student does, tracks their activities, enrollment numbers, etc. When the student leaves us and becomes an Alumni, the system can tap into all their information. Approved at Board last week, so it will happen in the future. Timeline to follow in the future. The status of DegreeWorks was asked by Sylvia Rodriguez. All counselors have seen it as of last Nov. 2008. The 2 issues that are holding it up: Equivalencies (courses are equivalent) and transcripts. Agreed to not have automated transcripts. It magnified that we need it. Now everything is automated except the manual transcript. Now seems that we should automate the transcript piece. Then, DegreeWorks can be used to its fullest potential. VP K asked JM if Digital archiving and imaging, is on her plate. JM responded that digital imaging is related to the online transcripts. That will happen in the future. If the transcript piece doesn't work fast enough, then we have other options to move forward. Do we have a vendor that encompasses all the services?

5. Discuss Clickers for Use in Classrooms – Scott Vigallon

- a. Scott V. spoke about the use of clickers in classrooms. A clicker is a remote control that students have in the classroom, and when a teacher has a question, a student can click the answer. A clicker can also be used by giving a quiz and the results can go directly into JG's Blackboard course outline info. SV asked that we put together a sub-group that will work on the clicker idea. Angela S & SV will move forward with the sub-group. Steve Gunderson mentioned that Chabot used clickers at convocation and SG would like to make sure that everyone is on the same page. Steve G. is implementing clickers into the Science addition within the next 60 days. SV will get together with SG very quickly. SV asked about pricing, SG does not have that. Sherman Lindsey noted that we have some old ones, infrared.
- b. John Gonder decided to show his PowerPoint presentation on Poll Everywhere product. He is using it for his classes, and everyone like the online books. He proceeded to share it with everyone. (attached powerpoint)

6. Discussion on a policy for borrowing equipment – Scott Vigallon

- a. SV asked JM if we currently have a borrowing policy, but JM is not aware that there is a formal procedure. SV is asking if we could have a policy put in place for Instructional Equipment lending. SG mentioned that there is an application

out there that could track activity. JM mentioned that there is a Computer Use Policy in place already that would cover what the person is loaning the item does it. There are different things that cover lost items vs. improper usage of systems. JG mentioned that we need to look at it. SV would like to get started on it and bring it to this group.

7. Other

- a. Chabot Technology Committee – JG is setting up a meeting with the Chair of the Chabot Technology Committee to get some cross-pollination going to be on the same wave.
- b. Other – JG would like to put JM forward as an Ex-Officio member in the future. Action item would be on the next Agenda.
- c. Other – SV mentioned that some colleges are getting Facebook accounts that showcase their college. SV and EN are talking about it and SV suggested that we look at it as a college. We pulled up Stanford as an example, and a brief conversation ensued.

Next meeting is Monday, April 27, at 2:30pm, Room 1603

Move to adjourn; AS