Minutes for Technology Committee
January 10, 2019

- The meeting was called to order by Eddie Tchertchian.
- The agenda was approved by John Millhone and seconded by Randy Sparks.
- The minutes were approved with corrections; motion by Dale Fields and seconded by Wendy Bass.

Bond Project/NOM AV Update – Ed Cadena

- The Task Force for Classroom Technology wanted to consider the project to be a "campus install." Dr. Buckley called David Salazar at the District to move things along using this scenario. However, DSA will likely need to be involved because a regulation requires their approval for any project above a certain dollar amount. We are awaiting a final decision, and everything is on hold.

- Fernando Oleas requested that Ed give Eddie (as committee chair) a copy of the memo and other documentation, including the reference to the DSA regulation. Eddie will distribute this documentation to committee members.

- Fernando also asked Ed if there are likely to be any hurdles in the infrastructure or anything else. Ed described that if floor-mounted cabling similar to Automotive is to be used, DSA would need to review it.

- Fernando also pointed out that the classroom updates will need to be completed in sections because all the classrooms cannot be shut down at the same time.

IT Report—Mark Henderson

- Standardization/Refresh—about 20 machines remain

- Work Order Report December 13 to now: 259 work orders created and 232 completed (90% completion). Still open: 27 work orders

- Wireless access points: About 300 deployed; any location that previously had wireless should now be working. Users will need to have their SIS credential to access wireless. Guest/Guest access for now; trying to remove the administrative overhead. Doreen Clay requested some type of report that can be used to promote the good news of our increased wireless access. Wendy Bass would also like this positive information to include in Canvas. Mark to send this information to both Doreen and Wendy.

- Still working on Phase II of the wireless project. Fernando asked whether anything can be done to speed up the process. Mark indicated it would be helpful to advocate for additional IT funding. Fernando said we were supposed to get back $345,000 for wireless access. The District is in charge of this money, and Bruce Rosky has requested reimbursement from the District. Mark will obtain a quote for the additional access points needed, and he can ask the Budget Committee for them.

- The Media Center budget has only about $200 remaining, which will cover one projector bulb. Bruce indicated IT has traditionally not been as well funded as Plant Facilities. IT needs a greater benchmark budget.

- The email migration project is still going forward. The entire District will be on Office 365 sometime this year. Jill Binsley and Wendy Bass want the District to let everyone know how and when the final conversion will take place at which point @laccd.edu will be the only email address that will work. The concern is to make sure no disruption will occur with Canvas, ConferZoom, and other distance education related accounts.

- Web Update: Will be starting the Drupal proposal and standard on January 16. We are trying to make everything we can ADA compliant. Wendy would like to have links from the directory to the Portfolium pages.

Guided Pathways

- Have not received a topic since last November

Projectors Across Campus

- Anson Hsin said in the CFS a third-party contractor previously maintained the projectors. No funding is available for bulbs. One bulb went out in an 80-student lecture hall, and funding was not approved until about 3 months after the semester. Currently, some of the projectors are not working in some of the lecture halls.

- Mark said the last contract was $80,000/year. Bruce issued purchase orders, and he will need to find out what happened to them. Bulbs are funded only once. When they are replaced again, funding needs to be requested a second time. We are moving away from the types of projectors that require bulbs. Fernando suggested that the old projectors be replaced with the newer bulb-less models. Mark said he puts all the IT needs in the APP, but it gets a very low priority.

- Needed funding for IT should be brought up at the Budget Committee, including use of the Prop. 120 budget as a possibility. What other areas could be tapped?

Committee Goals/Self-Evaluation 2019

- The handout Bruce provided was reviewed.

Items from the Floor

- Doreen indicated no one has ownership of the Pierce Website; it needs a champion. Fernando indicated additional funding is still needed to improve the Website. It is very important that students can easily find where to go on the Website to do what the need to do. John Millhone pointed out that our Website has not kept up with the mobile technology format. Fernando said the Tech Committee can bring up this issue at PCC. He also indicated we need to fix the ADA issues as soon as possible.

For the Next Meeting

- Invite Amari regarding the goal to survey students on technology needs.

- Discuss the Tech Refresh plan. Fernando said we should not forget about past year's needs because it has not been happening. Financially, it is a tough year for this goal (#4).

- Discuss Website recommendation to PCC. If Dr. Buckley comes to the next meeting, we can ask for his advice based on experience at other campuses on how to manage the change in Website.

Bruce Rosky moved to adjourn the meeting at 3:30 p.m., and it was seconded by Brandon Le.

Next meeting is scheduled for February 14.

In attendance:

Eddie Tchertchian
Bruce Rosky
Mark Henderson
John Millhone
Jill Binsley
Clay Gediman
Wendy Bass
Doreen Clay
Fernando Oleas
Dale Fields
Randall Sparks
Brandon Le
Grigor Hogikyan

Guests:
Ed Cadena
Anson Hsin
Vazrik Karabidian