1.1 Computer inventory done in 2008 - updating necessary. Lab Techs surveyed regarding software in their labs and classrooms – further work necessary. Electronic subscription survey not complete.

1.2 Susan Andrien provided list of “smart” classrooms. Bond has committed to developing “smart” classrooms in existing buildings, other than new construction.

1.3 A detailed review of whether current staffing is providing necessary service to labs and smart classrooms

1.4 Proposed replacement of library server to run the latest software, offering an online catalog

1.5 Susan Andrien reported that there are copyright and staffing problems with conversion of existing media to be in compliance with ADA standards. More staffing hours need for conversion or funds to purchase new, compliant media.

2.1 Computer and Software inventories commenced. Student Domain, under construction, will provide more data

3.1 Distance Education Committee recommended adopting Moodle. Testing to be implemented in 3 Phases. Summer testing in at least 3 courses. Fall – all online course will be available in Moodle, Spring – all courses.

3.4 Moodle 2.0 migration starting in summer 2011 and completed by Spring 2012

4.1 Professional Development Priorities Status – DRAFT 2011-2012:

Moodle training:

@One online training/Remote Learner – Spring/Summer 2011
Moodle Workshop presented by SBCC – April 2011
Summer Workshops – D.E. coordinator
Fall flex workshops
Fall ’11 – Spring ’12

Argos Dashboard training:

Spring/Summer Full implementation and training in Fall 2011

Employee Orientations

Determine necessary Resource 25 training

5.1 Help Desk currently available by phone/email. Improvements are being planned

5.2 Initial wireless proposal has been prepared by the IT Director.

5.3 Matriculation task force is reviewing orientation strategies. Online/in-person combination and podcast/on-line video, with student in-class participation have been suggested.

6.1 Cathy Summa-Wolfe is coordinating 508 compliance effort Invite Cathy and Bobby Bradford to first Technology Planning Committee meeting in Fall All online training must be ADA compliant

7.1 Funding has been allocated to hire a consultant to collaborate with the Technology Planning Committee in defining a more-defined strategic technology plan.
8.1 Technology Planning Committee charge to be refined and clarified according to developing institutional needs

8.2 Technology Planning Committee’s annual report demonstrates progress on the Technology Plan 2010-2016 and suggests further development action steps for the plan.

8.3 Inventories provide initial data. In the more defined strategic plan these administrative procedures for acquisition and implementation of technology must be addressed.

8.4 Standards and policies for planning, procurement and maintenance of Hardware, Software, Electronic Subscriptions and related technology must be developed by IT

9.1 To address a business process analysis: Linda Beam, Cari Torres and Greta Siegel and any technical support staff that they may deem appropriate to be invited to attend a TPC meeting in Fall 2011

10.1 The Computer Replacement Plan has not been approved by the President. PRAC has recommended a trial plan: $100,000 – 1st year, $200,000 – 2nd year, $300,000 - 3rd year. IT survey of existing computers done but needs to be kept current. IEC directed IT to re-purpose all surplus computers to help satisfy instructional and non-instructional computer needs from program review and other urgent requests.

10.2 President Coon is pursuing funding from outside sources, technology being one of his main focal points

11.1 Some switches routers, servers will be updated or replace as part of the plan to have globally accessible wireless campus-wide, to be finished by Spring 2012

11.3 Some security for district information is in place but not complete.

12.1 There should be FERPA online training for all staff.

12.2 Training should be contracted with SunGard for key staff using Banner. All training needs to be ADA compliant.

13.1 Meet with VP of Student Learning regarding best way to gather this information from managers, and department chairs regarding access to budget analysis tools.

14.1 Regarding class schedule analysis and enrollment management tools: Resource 25 not yet used to full potential. Ask VP of Student Learning about strategy to survey managers and department chairs regarding access to these tools.

15.1 Regarding IT Help Desk: Resources are currently inadequate and under-staffed. Access needs improvement

15.2 Moodle training provided for select IT Administration and technical staff. Question about adequacy of initial training for front-line help desk staff

16.1 Migration to Windows 7: No formal update plans or deadline for completion. Any new replacement machines and those in labs should be compliant by the end of summer. Faculty and staff are available for upgrading by request.

16.2 Microsoft OS upgrades will eventually force computer upgrade.

17.1 IT Director has proposed a spending plan for e911 system. Core phone switches will be replaced and will allow access from all office and classroom spaces.