

**San Diego Miramar College
Technology Committee
February 24, 2015
3:00pm-4:00pm
Room L-108**

MINUTES

Present: Kent Keyser, Daniel Miramontez, Glenn Magpuri, Alex Varvil, Kurt Hill, Gene Choe.

- I. Call to Order. The meeting was called to order at 3:02 p.m. by D. Miramontez.

- II. Approval of Minutes. It was moved by G. Magpuri, seconded by A. Varvil and carried to approve the minutes of December 02, 2014.

- III. Approval of Agenda. It was moved by K. Hill, seconded by K. Keyser and carried to approve the agenda of February 24, 2015.

IV. Old Business

***Strategic Goals**

- a. IT System Upgrade (i.e., Thin Client) Update. **2.2**
There was a request for Windows 8 Desktop access in the High Tech Center. This will be accomplished by implementing a VDI Desktop for this student. With the Thin Client implementation, question was asked if there is any baseline data or metrics on how much support is going into this implementation. K. Hill currently indicating that, documenting set-up (mapping out in great detail). Multi-media will be a trouble point to work well with 1,700 computers, at a reasonable expense. Once Thin Client is fully deployed, then ICS will be documenting performance of the Thin Client. Some Thin Client will be deployed this month. Also, IT is currently working on VMWare infrastructure for VDI management servers. This will be treated as production servers – Hyper V servers will handle Client-VDI. District IT to talk off-line with ICS regarding the Thin Client pilot pros and cons, and expenses. Goal is one platform, one update, one application to deploy. Thin Client will be in one location, beginning in the ILC (to roll out ten computers), then the Library. District IT piloted Thin Client before. In the past, the hardware had interdependency and incompatibility with the core software used administratively, i.e. The Colleague, Thick Client, Mainframe Terminal Emulator. As for expenditures, the purchase of second blade was made, and holding off on other purchases, with large block of money allocated for possible high speed storage needs

- b. Technology Committee and Accreditation Update. **2.2**
Standard III.C. met rigorously last term and mapped out the accreditation standards from the questions from the old guide. Committee is currently soliciting information from district. The process is that ALOs to meet together with District ALO VC L. Neault, she then meets with respective Vice Chancellors with questions that will be uniform across the District. This allows District IT information to be standard. Currently at a stopping point, new standards and new guide for evaluating institutions that has questions mapped to new standards has not been released by ACCJC. No new real changes for Standard III.C. from the last round of Accreditation. A reminder was made that the purpose of Technology committee is to provide feedback when the Tri-Chair hits a stumbling block.
- c. Website Subcommittee Change Proposal Update. **2.2**
A change proposal was sent and approved by Technology Committee to have the Website Subcommittee report to Technology Committee. Website Committee will no longer report to the Marketing Outreach Committee. Proposal is currently at College Governance Committee. D. Miramontez to contact CGC Chair regarding process for approval.
- d. Develop a process to prioritize IT needs across the college **2.4**
(i.e. develop set of criteria to replace/remove IT).
For replacing computers in lab, no one using lab, no real data on how many students are using lab, or possibly retiring a lab ... we'll need process to shut a lab done (or retire a lab). Do we need labs with Thin Client if only half are being used? With rapid growth of campus, a needs assessment of technology of what could be displaced on campus is necessary. Before we come up with a method to refresh or prioritize, a needs assessment of technology used and distributed campus-wide is needed to help inform and drive future planning. Need to look at resource planning for support - staffing plan has not really scaled with our construction plan (to include this in the prioritization and refresh priority). Request raw data from VPI that could be analyzed by K. Hill to take enrollment data and map it to program facility. Due to the interest of time, this item will be revisited in the next meeting.
- e. Software Licensing Changes. **2.4**
Subscription model - most one-time funds used doesn't fit in licensing model. From a District point-of-view on Adobe, the challenge is the college or District committing to the dollars every year. District IT budget is a maintenance budget designed for reoccurring annual cost. Effort is trying to centralize some of the cost, or money management of costs. Adobe license are bought once every three years -some would or

wouldn't by maintenance each year. In general, once every three or four years, there is a complete refresh of Adobe licenses. Subscription model requires commitment on District's part, similar to what is spent one or three years, but now annually. Net price subscription model is around \$55 a license, but bought annually, model came up to double or 2.4 times what is being paid annually. MasterSuite is about \$1,300 per license for all of the adobe products, not cost feasible. We are currently surviving with Props S&N funding. District is currently getting new numbers for annual subscription that makes economic sense. Request was made for consistent support from District regarding negotiation or support for the educational cost. Plan will take about six months.

V. Standing Items

a. Website Subcommittee Report.

2.2

No agenda item. Committee will meet this month. Some agenda items the committee will focus is on content authoring and ownership process, direction for student succession initiative (how it factors to the website), and data for website (where is should be going, how should it be aimed).

VI. Other – Rolled out new look and feel of college website, second stage will be on content management. Web Designer will concentrate on top tier pages (researching and upgrading our content management system, Drupal 6 to Drupal 7). Content management of some second and third tier pages will move out to respective divisions, departments, schools, programs, and committees. Web Designer will be scheduling a website workshop for content management.

VII. Adjournment - Meeting adjourned at 4:02 p.m.

<i>*San Diego Miramar College Fall 2013–Spring 2019 Strategic Goals:</i>
<ol style="list-style-type: none"><i>1. Provide educational programs and services that are responsive to change and support student learning and success.</i><i>2. Deliver educational programs and services in formats and at locations that meet student needs.</i><i>3. Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.</i><i>4. Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.</i>