

**Modesto Junior College
College Technology Committee
September 20, 2016**

Members	Present	Absent
Jenni Abbott , Director, Planning & Grant Development	√	
Al Alt , Vice President of College & Administrative Services	√	
Nancy Backlund , Professor, Office Administration	√	
Joshua Brown , Instructional Support Technician, Allied Health		√
Arnold Chavez , Interim Great Valley Museum Manager	√	
Jake Cook , ASMJC Student Representative	√	
Ellen Dambrosio , Professor, Librarian	√	
Michael Garcia , Instructional Support Technician	√	
Scotty Gonser , Instructional Support Specialist		√
Ryan Guy , Instructor, Communication Studies		√
Sue Hobby , Adjunct, Ag Economics/Instructional Support Technician		√
Lisa Husman , Executive Secretary (Recorder)	√	
Will Lotko , Information Systems Technician		√
Yolande Petersen , Instructor, Mathematics		√
Patrick Pimentel, Sr. , Director, Technology Services	√	
Danise Rapetti , Professor, Nursing		√
Joshua Sigman , Front End Web Developer	√	
Michael Smedshammer , Course Design Coordinator	√	
Laura Yager , Director, Admissions & Records		√
John Zamora , Professor, Computer Science	√	

I. Call to Order/Introduction

Al Alt called the meeting to order at 2:06pm and introductions were made by all members.

Action Item

II. Review and Approval of Minutes – 09/06/16

Action Item:

There was consensus to approve the minutes from 09/06/16.

Informational Items

III. Dan Duffy, Contractor, Assistant Vice Chancellor of Information Technology – Discussion/Q & A

Mr. Duffy met with the committee to explain the priorities he’s been given and to answer any questions.

- Mr. Duffy’s first priority is the Ellucian Colleague database migration. The system will be switching from Oracle to SQL Server. This is scheduled for Thursday, October 13th through Monday, October 18th. They are on-schedule for this project. A successful “mock migration” was done this week.
- Mr. Duffy’s second priority is the migration of staff and technology into the new district building. This will commence next Tuesday, September 27th.

Administration and staff will start moving on October 17th and the 4 weeks thereafter.

- One of Mr. Duffy's goals is to engage with Central Services, MJC along with the College Technology Committee to develop deeper partnerships to serve our students as our customers.

Q & A with committee:

- The downtime of the maintenance window will be reduced to a planned outage of 1 time per month for 3 – 6 hours. This should be implemented by November 1, 2016.
- There is a list of migrations priorities. IT presented lists and a master list should be published in the next week.
- In the next 6 months, there should be a technology governance process to evaluate the list, prioritize and proceed.
- A single sign-on for students will be implemented which will streamline the students experience. The goal is to have this portal up and running by January 1, 2017.
- Any new projects that administration, faculty or staff need assistance with, should be directed to Dan Duffy.
- There will not be any "re-organization" occurring in IT at this time although there is conversation taking place that may cause a re-classification of CSEA job descriptions in that area.
- At this time, there will not be any training needed for the SQL conversion. There are no new functions on the user end but more on the back end that IT will work through. If/when there are any updates, Dan will send them to AI to disseminate.
- Crystal reports will be converting to CROA. This implementation will take place between November 2016 and January 2017.

IV. College Council's Planning Grid: February meeting – Technology Plan

- College Council provided a grid for the Educational Master Plan which schedules the Technology Plan on the agenda in February 2017. This may get switched depending on progress.

V. Tech Plan

- A copy of the 2011 Tech Plan with any revisions/comments will be sent to the committee after today's meeting. Members will continue to make revisions/comments and bring them back to the next meeting when Jenni Abbott will lead a 2 hour compression planning meeting. We will utilize the next two meetings on October 4th and October 18th as compression planning.

VI. Tip-a-week

- Tip a week was discussed and we will further develop this for upcoming meetings.

VII. Standing Reports:

A. Michael Smedshammer, Distance Education

- Blackboard is ending. The last classes being taught with this program will be in spring 2017.

- The Canvas transition is going smoothly. Sign on to Canvas was simplified by Joshua Sigman which has helped students and faculty.
- Currently training 20 faculty on becoming online instructors.
- Conducting 4 face-to-face gradebook trainings and 3 Blackboard to Canvas trainings.
- A new system to replace Turnitin is being considered at a lower cost.
- There is a pilot starting on Proctorio which is taking the place of Respondus Lockdown browser.
- There will be approximately four fall STEM trainings.
- OEI Rubric is at Senate this week for approval.
- Captioning was an overwhelming challenge for Disability Services. This is in the process of being resolved.
- There was a technical problem causing faculty profiles to turn into student profiles. This is being resolved for identity in Canvas.

B. Joshua Sigman, Front End Web Developer

- There has been a re-organization with the Public Information department which now umbrellas the Front End Web Developer, Graphic Arts Specialists and Technicians under Linda Hoile.
- Anything that you'd like promoted or branded, you can do so through submitting a form on the website at: www.mjc.edu/president/publicinfo
- We can be followed on Twitter, Facebook and soon on Instagram.

C. Patrick Pimentel, Sr., Technology Services

- Preparing for District Office moves from October through November 2016 and swing space move back from November 2016 – January 2017
- Working on a solution for technology inventory. We should have a list for computers by the end of the year. Other technology lists will follow.
- Assessing the student print solution and evaluating the GoPrint system to determine the needs and alternative solutions will take place this 16-17 fiscal year.

The meeting adjourned at 4:13pm.

Next meeting: October 4, 2016, 2:00pm – 4:00pm, CAT 262