

**Modesto Junior College
College Technology Committee
November 3, 2020
2:00pm – 3:00pm
Online Zoom Meeting**

Members	Present	Absent
Sarah Schrader , Vice President, College & Administrative Services (Chair)	√	
Michael Leamy , Librarian (Co-Chair)	√	
Nancy Backlund , Professor, Office Administration		√
Scott Fernandes , Senior Network Analyst		√
Juan Garcia , Instructional Support Specialist, Allied Health		√
Margo Guzman , Director, Technology Services	√	
Joshua Harper , Network Analyst		√
Joshua Hash , Director, Enterprise Services - Operations	√	
Lisa Husman , Executive Secretary (Recorder)	√	
Joseph Macklin , Director, Enterprise Services - Applications	√	
Maria Marquez , ASMJC Student Representative		√
Phillip Martinez , Program Specialist	√	
Christian Million , Senior Research Analyst		√
Danielle Preciado , Adjunct Instructor – Child Development		√
Joshua Sigman , Front End Web Developer	√	
Michael Smedshammer , Coordinator, Distance Education		√
Jeff Swank , Director, Media Services	√	
James Thomas , Network Analyst	√	
Tiffnie Versola , IT Business Analyst	√	
Sargon Yadegar , Information Systems Specialist	√	
John Zamora , Professor, Computer Science		√

- I. Call to Order/Welcome**
Sarah Schrader called the meeting to order at 2:01pm.

Action Items:

- II. Review and Approval of Minutes – 10/20/2020**
There was consensus to approve the minutes from 10/20/2020.

Informational Items:

- III. Cornerstone Demonstration/Training Plan – Josh Hash & Joe Macklin**
Joe explained that in order to do a demo, a clean platform is needed and ours is still in the process of being set up. Instead, Joe provided a couple of links from a webinar from the CCC. The links were shared on the Zoom chat and sent via email to the CTC members. Members will view the presentation prior to the next CTC meeting. Sarah advised we will wait until everyone has had a chance to review the presentation before we move forward with a consensus vote for Cornerstone.

Attached are the links that Joe Macklin provided regarding Cornerstone. Joe explained there are two links. The first link provided is a PowerPoint that goes along with the presentation and then the presentation itself. He noted the demonstration portion of the video is between 14:57 and 38:51 minutes.

https://docs.google.com/presentation/d/1OuVZ_-aFk4GueD7VUXoP_Kzxis2lk9a2JIOQUzz690s/edit#slide=id.p1

https://zoom.us/rec/play/qYyKlo1HUzs10t8M6hGRsf6EFnkbPWhsxZLjlrDcDQreBiVs_n_R9337XvcU5hNqRREEHkFc5Ls9Jo1hh.52VDC_aghNGXZvyS?startTime=1594324329000&x_zm_rtaid=Tg09UgvcSsucPXeZaKVVkw.1604440526427.126c3ffb77a0c122c3dd6821e334b56b&x_zm_rtaid=284

IV. Windows 7 Computer Replacement Update

Sarah advised we are still obtaining the count of adjunct offices and the laptops remaining on carts.

\$260,000 has been identified to utilize towards purchasing computers to replace these remaining desktop computers. These funds will need to be expended by the end of this fiscal year.

A conversation ensued regarding a quote and request for remote instruction carts and an explanation of what they would be used for. Sarah suggested that Scotty Gonser and Jeff Swank may want to demo the cart(s) we already have in Ag.

V. Standing Reports:

A. Michael Smedshammer, Distance Education

Not available at today's meeting due to a scheduling conflict.

B. Joshua Sigman, Front end Web Developer

- Joshua advised he has been meeting regularly with the Online Catalog Workgroup. They did a sort and broke down the current college catalog into 283 discrete items and were able to determine that roughly one third are neither required by law or essential. This cuts one third of the work out of producing content for the new online catalog.
- There is a self-imposed deadline of November 16 for being able to access a complete vertical slice of all of the data that is going to be coming out of eLumen curriculum system. Joshua is hopeful to have an update at the next meeting to let us know if we will definitely have a true online catalog for the next academic year.
- The MJC and Columbia Catalog Workgroups reached a consensus that it would be beneficial to both colleges and all students to have a consistent design and navigation for both of our college catalogs. This idea will be presented to both Curriculum Committees and if approved, the college catalogs will be developed in conjunction with one another.
- Joe Macklin requested that Brian Hill be kept in the loop on this process.

C. Josh Hash, Information Technology – Operations

- The proposed project plan and strategy for the websites were presented to District Council. A workgroup or taskforce will be created to facilitate the RFP process. Ashley Bumgardner was chosen as a faculty member from Academic Senate at MJC and waiting on a faculty member from Columbia. We will bring

Dorothy Pimentel in as a consultant to ensure we are following the newest guidelines for the RFP process.

- Joe Macklin advised the first set of features from the collaborative work sessions with the student area were released yesterday in conjunction with HR. We have unofficial transcripts, test summary, student view of grades, and the emergency contact information.
- Features in WebAdvisor are quickly being replaced with the equivalence in self-service.
- Registration is the last item in the student area that they will be focusing on. Good feedback was provided by the pilot group and an additional pilot will take place with another group of students.
- The student finance project has been started. This is needed in order for the registration piece to be fully functional which will allow students to access their account summary.
- The next groups that we need to start will be the faculty group and financial aid group. Joe expressed the need to be able to find interested faculty (implementation team) among constituency groups for input on the self-service project. Joe will email Sarah on exactly what is needed and Lisa will provide this as a request for faculty representation at the next College Council.
- Josh Hash suggested that he, Joe and Sarah discuss the limitations of WebAdvisor in regard to the self-service student financial piece in order to make a presentation to the Board.
- Joe advised we are lacking policies and procedures for the chosen name and identity piece of self-service and how we are going to utilize that data which could potentially put Instructors and/or students at risk. Sarah asked Joe to send her a list of other colleges that have already addressed this issue and she will bring this to the Executive Team.
- Sargon Yadegar advised Campus Safety has approximately 60 laptops on hand for student disbursement and approximately 5 or 6 for staff if needed. 40 laptops were received for BBSS and will be ready to be picked up on Friday. They worked on 20 laptops for Fire Science and the department has been notified they are ready for pick up. There are computers being replaced in the CAT Building as well.
- Jeff Swank advised he has received requests from Student Services to support drive-in events. They are working with those groups on these requests.
- Jim Thomas advised of the areas that the new wireless areas are reaching.

VI. Other

Sarah advised that MJC is probably going to transition to Ocelot Live Chat so that both colleges are on the same chat platform. Joshua Sigman and Michael Leamy both volunteered to be part of this conversation. Sarah advised she would let Florida Arias know they are interested in seeing the demos and being part of the conversation.

VII. Check-Out

There was consensus to approve the minutes from 10/20/2020.

Joe provided a links to a Cornerstone demonstration that the Committee will view prior to the next meeting.

Sarah provided a Windows 7 update.

Jeff Swank will provide a demo on the remote instruction carts at our next meeting.

Report outs were provided by Committee members.

The meeting adjourned at 2:40pm.

Next meeting: November 17, 2020, 2:00pm – 3:00pm, Online Zoom Meeting.