Technology Committee
November 19, 2013
3 pm – HLRC-4B

Attending: Mary-Jo Apigo, Marcus Butler, Josefina Culton, Cyrus Helf, Eric Ichon, Helen Lin, Manish Patel, Jan Pfeiffer, Bob Sprague, Vidya Swaminathan
Guests: Leo Calderon, Michelle Long-Coffee

1. **Action Item: Approve minutes for the meetings of 9/17/13, and 10/15/13**
   a. Minutes for 9/17/13 were approved
   b. Minutes for 10/15/13 were approved with the correction to #5 that Online Multimedia Specialist be changed to Multimedia Specialist

2. **Kentico Update**
   a. The firewall is still preventing Zumwinkle from working remotely. District IT needs to come to the campus to handle the firewall.
   b. IT had not reported this issue to Jorge Mata. Bob Sprague contacted Jorge Mata. Jorge Mata recommends using the remote access tool Bomgar to grant Zumwinkle supervised access.
   c. Omni license expires at the end of June 2014, so once Kentico is in place, the priority will be to migrate what is on Omni.

3. **Instructional Grant Update**
   a. Helen Lin reported that WLAC received two grants from the state with respect to instructional support. One was a block grant for $84,000, and the other from the Prop 20 Lottery Revenue for $204,000.
   b. The block grant expires in three years and can be used for instructional equipment and library materials.
   c. The Lottery Revenue expires 6/30/2014.
   d. This information was brought to the TC for input on how the money should be spent.
   e. The TC recommends that part of the funds be used to update the classrooms throughout the college that were not updated with Bond funds with current classroom technology standards.
   f. The TC recommends that part of the funds be used to replace broken equipment in the MSA building.
   g. The TC recommends that part of the funds be used to build a reserve for update and maintenance of Bond funded technology.

4. **District TC replacement schedule**
   a. Ken Takeda distributed a draft of the Proposed Replacement Schedule for known technology equipment. This schedule was recommended by the DTC.
   b. Marcus Butler noted that acquisition data is needed to uphold the schedule.
   c. Nick Dang should bring the IT inventory list to the next meeting for review by the TC.

5. **Web/Social Media Policy**
   a. Eric Ichon distributed a draft of the Website and Social Media guidelines for review and input by the TC.
   b. The guidelines outline appropriate use of the official college website or social media platforms.

6. **AV update**
   a. Leo Calderon reported that three touch panels have been replaced in the MSA building, as well as a lamp in the GC building.
   b. Leo Calderon also reported that he has prioritized updating the technology in the Winlock Lounge as well as the PCR.

Meeting adjourned at 4:35pm