

## INFORMATION TECHNOLOGY COMMITTEE

8:00 AM – 10:00 AM • Friday October 25, 2019 • SM-124

### Minutes

**Present:** Jay Navarrette, Christopher Ebert, Roger Perez, Terry Crewes, Sarah Phinney, Reagen Dozier, Fernando Roman, Student Rep: Carolina Cisneros

- I. **Call to Order** – Meeting called to order 10:07am
- II. **Adoption of Agenda**
- III. **Approval of Minutes**
- IV. **Discussion/Action items**
  - a. **Introduction of Student Rep** – Introduced new student representative, Carolina Cisneros
  - b. **Update on Full Time Systems Support I Position** - The Systems Support Specialist I full time position has been offered to Manuel Caceres and his start date is November 1, 2019. He will cover from 11:30am to 9:00pm, allowing him to have overlap with other technicians and provide tech support for evening classes.
  - c. **Retirement of Windows 2008 Servers - January 2020** - Two servers will be taken off-line in January 2020. The WDS (Windows Deployment Server) and the ParScore server. The WDS is no longer used for image deployment and currently only one faculty member uses the ParScore server. Due to the cost of maintaining the ParScore software and the server, it is not feasible to have running for one faculty member. The faculty member has been made aware of it and they are looking to other alternatives.
  - d. **Status of DTAC (District Technology Advisory Committee)** – The role of the DTAC is currently under review for the processes of technology projects. The VP group will discuss projects and the DTAC will make recommendations to the group.

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- e. **IT Program Review – Due February 2020** – The IT Program Review is due in February 2020. The IT Director will start the process of reviewing the reports and provide new information concerning technology within the campus. Items to be removed from the report are those which cover the Web Services, Print Services and Distance Education. The Web Services and Print Services portions now fall under the Marketing and Communications Manager. The Distance Education portion now falls under the Office of Instruction
- f. **Other** – Reagen Dozier spoke on the Yuja presentation which will be taking place on October 29, 2019 in the SCCR. The Yuja platform is a web-based video management system which allows users to record instruction videos and incorporate it into various teaching platforms. It provides the ability to embed quizzes within the video presentations and also can track metrics.
- g. **Next Meeting – November 22, 2019 – 10:00am SM-124**

**V. Adjournment** – 10:45am