

PORTERVILLE COLLEGE

INFORMATION TECHNOLOGY COMMITTEE

10:00 AM – 11:00 AM • Friday, November 19, 2021 • ZOOM Meeting

Minutes

Present: Jay Navarrette, Christopher Ebert, Roger Perez, Elizabeth Flynn, Elizabeth Buchanan, Regan Dozier, Stephanie Olmedo, Robert Weidner, Manuel Caceres, Student Rep: Rachel Surprenant

- I. **Call to Order** – Meeting called to order 10:05am
- II. **Adoption of Agenda**
- III. **Approval of Minutes**
- IV. **Discussion/Action items**
 - a. **Hi-Flex Classroom Upgrade – CT-1301**- This classroom may be needed to have hi-flex technology set up for the spring semester. This would be for the Police Academy class. We have a vendor who is going to be upgrading some other classes, but that would not be started until after the spring semester starts. This may be a temporary solution for the classroom.
 - b. **Classroom Technology Equipment Replacements** – Our current computer classroom replacement schedule is 3 to 5 years. Part of the IT program review is to try and make each classroom set up in the same, with the same type of technology. We are working with finance to secure funds to order new computers and document cameras for all 42 classrooms on campus. New projectors are also being purchased for those classrooms that need newer ones.
 - c. **Additional Laptops for Library Checkout** – We have placed an order for an additional 50 laptops for the library for student checkout.
 - d. **Additional Library Study Room Interactive TV Units** – We purchased an interactive TV unit last year for one of the study rooms in the library. A request has been made to purchase five more of the

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interactive TV units for the rest of the library study rooms. The

purchase order is being created and units will be ordered shortly.

- e. **Piano Lab Data and Electrical Upgrades** – The piano lab needs some data cabling and power upgrades. The pianos will need to connect to a master piano at the instructor stations. Data jacks will need to be installed on poles by the pianos and run back to the main teacher piano in the front of the classroom. Also, electrical outlets will be needed to support the 12 pianos. A request for a quote will be sent out to vendors for this installation to be done.
- f. **Listserv Replacement Application – District** – District IT is looking to replace the listserv group email program. DO IT is looking to test a couple of replacement products. This type of service could use our existing Microsoft Teams service which would allow emails sent to a group within each team.
- g. **Website Update – Roger Perez** – Working on Program Mapper which will be about a six-month implementation. Program Mapper is a tool that allows students to map out their college pathways. We are also getting ready to start moving to the new website design system from Modern Campus. Currently using a design firm called I-Factory to design college websites. Implementation is a year to 18 months.
- h. **Other**

V. **Next Meeting – January 28, 2022 – 10:00am Zoom Meeting**

VI. **Adjournment – 10:47am**