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PORTERVILLE COLLEGE

INFORMATION TECHNOLOGY COMMITTEE
10:00 AM – 11:00 AM • Friday, February 25, 2022 • ZOOM Meeting

<u>Minutes</u>

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Present: Jay Navarrette, Roger Perez, Elizabeth Flynn, Elizabeth Buchanan, Reagen Dozier, Stephanie Olmedo, Manuel Caceres

I. **Call to Order –** Meeting called to order 10:05 am

II. **Adoption of Agenda**

III. **Approval of Minutes**

IV. **Discussion/Action items**

   a. **OKTA Single Sign-On Replacement –** District IT is moving to a new single-sign-on and multi-factor authentication to replace the current Portal Guard service. District IT is currently testing the new product called Okta, they will start implementation mid spring semester.

   b. **Activate Emergency Notification – Mitel Telephones –** Activate is full service for emergency notification system which works with Blackboard. The system will push a notification to telephones and a screen pop-up on user's computers. The pop-up will display the emergency message. IT needs to ensure that all of our telephones are the new versions to support the Activate system. Some phones are on the system which are "rogue" phones which need to be identified with the phone location. On April 4th testing with the Activate system will be done. Also, a new Activate app may also be implemented.

   c. **Technology Purchases – Equipment, Software, Web-Based** – **Applications, and Grants –** Any technology items which are going to be purchased, a request needs to go through campus IT first, prior to purchasing the product or service. It is extremely important

that any products or services requiring Banner integration, that the request is made to local IT, who will, in turn, submit it to District IT.

d. **Piano Lab Data Wiring and Power Installation Update** – The CA20 piano lab requires data wiring and power installed to support communication from the student pianos to the main teacher piano. Also, additional power is needed to support all of the pianos. The vendor will begin the installation of the data wiring on February 25th and then the electrician will follow for installation of electric needs.

e. **Website Update (Roger Perez)** – The design firm which the district is working with is very detailed with the implantation of the website. Hopefully, we will be done with the websites by the end of next fall semester. Hard design of the website should start coming in the next month. The design should be completed mid to late summer. The next step is that Roger is walking around campus taking 360 photos, which can be used with a map of the campus on the website.

V.   **Next Meeting – March 25, 2022 – 9:30 am Zoom Meeting**

VI.   **Adjournment –** 10:40am