

INFORMATION TECHNOLOGY COMMITTEE

10:00 AM – 11:00 AM • Friday, August 26, 2022 • ZOOM Meeting

Minutes

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

- I. **Call to Order**
- II. **Adoption of Agenda**
- III. **Approval of Minutes**
- IV. **Discussion/Action Items -**
 - a. **Adobe Licensing Issue-** An error when using Adobe has been appearing when users are trying to use Adobe. The error says that the licensing will expire by August 30, 2022. However, California Foundation is working with Adobe to agree to the new licensing cost for the new fiscal year. Adobe and Foundation have indicated that although the error is showing, the licenses will NOT expire. Adobe will be extending the licensing.
 - b. **Classroom Technology Upgrades –** Over the summer IT has started the process to replace instructor computers in the classrooms. Also, some new Panasonic for some classrooms.
 - c. **Replacement of Staff Desktops with Laptops –** IT will be moving forward to work to replace staff desktops with mobile laptops and docking stations. IT will be doing an assessment of the cost of the laptop configuration and work with departments on the replacement. Also, IT is awaiting information from finance on the funding source for this project.
 - d. **Status of Hyflex Classroom Installations –** The contractor who is installing the AV equipment for the hyflex installations, is working to get most of the hyflex classrooms installed by the end of September

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or early October. They have scheduled to try to do two classrooms on the day they are out. However, some key equipment for the installations is on backorder with the manufacturer. The first room scheduled to go live is SCCR.

- e. **Zoom Sub-Account – Some Canvas Issues** – Previously, Zoom accounts were managed through Conferzoom. However, due to the number of user accounts from the colleges statewide, they are creating college sub-accounts. With these sub-accounts, the districts and colleges will manage user accounts. At this time, there is an issue in Canvas that is creating a problem, allowing instructors to run Zoom from within Canvas. IT is working to get the issue corrected.
- f. **Website Update (Roger Perez)** – New website is going slowly. The college is working with a design firm through Modern Campus. A shell of the creation of the website was presented. We are hoping the design of the website will be done by October.
- g. **IT Committee Meetings Face to Face / Zoom** – Members of the IT Committee have decided to keep committee meetings in the Zoom format.
- h. **Other** – Committee members like the new digital signage monitors in the cafeteria. Digital signage monitors are installed in various locations throughout campus.

V. **Next Meeting** – September 30, 2022 – 10:00am Zoom Meeting