



## Technology and Web Minutes

November 8, 2019 | 1:30 – 3:00 PM | SLO 3145

### Committee Description

#### Committee members:

X	John Arno, Faculty
X	Praveen Babu, Faculty – Co-chair
X	Carrie Buhl, Technology Trainer
	Ryan Cartnal, Dean
X	John Cascamo, Dean
X	Elisabeth DeSwart, Faculty
X	Jenel Guadagno, Faculty

X	Neil Higgins, Faculty
	Benjamin Overton, ASCC
X	Lana Rauch, Marketing Design
	Adrienne Smith, Student Services
X	Keith Stearns, IT Director, co-chair
X	Melinda Weaver, Administrative Assistant VPAA

#### Committee Initiatives:

ACCJC Standard(s)	In Progress	Complete	Timeline	Initiatives
				1) Develop Technology Plan.
				2) Replace myCuesta.
				3) Recommend standard for college-wide digital signage hardware and software.
				4) Develop accessibility standards for content, and review website for compliance.
				5) Assess the effectiveness of the website through embedded analytics, and adjust as warranted.
				6) Refresh Business Continuity / Disaster Recovery Plan

AGENDA ITEMS	WHO	TIME	INTENT	ACCJC Standard or Institutional Goal/Objective
<b>1. Approval of agenda</b>	All	2 min.	Action	Motion Lana, second Neil, unanimous approval
<b>2. Approval of minutes from <a href="#">10/11/2019</a></b>	All	5 min.	Action	Motion Praveen, second John C., unanimous approval
<b>3. Microsoft End of Life Dates</b>	Keith	5 min.	Information	Windows 7 end of support is January 14, 2020. IT is making progress; the last 258 (or so) need funding for hardware upgrade / replacement (PC/Chrome) Full cost would be \$120,000.00
<b>4. Microsoft Support Contract Change</b>	Keith	5 min.	Information	Microsoft contract for 2020-21 will count number of PCs rather than FTEs. This represents large increase to district. FCCC negotiated, following CSU model. Committee recommending IT share this information with managers and division chairs on per PC cost.
<b>5. Foundation <a href="#">Spending Report</a> 2018-19</b>	Keith	10 min.	Action	Full \$50,000 was used to replace SLO PC lecture stations. Many lecture stations were upgraded and migrated for Windows 10 project.
<b>6. Foundation Fund Recommendations 2019-20</b>	All	10 min.	Action	IT recommending Foundation \$50,000 for 2019-20 for upgrading hardware for Windows 10 projects  Motion Neil, Second Lana, unanimous approval for \$50,000 for PC upgrade / replacement



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<p><b>7. VoIP Phone Project</b></p>	<p>Keith</p>	<p>15 min.</p>	<p>Discussion</p>	<p>Open Forums next week, also meetings with various areas (public safety, student services, etc.) next week  Remote presentation for committee planned for 11/22 meeting.  Existing NEC phone system is not supported, modern phones use existing networks for traffic, meetings to discuss needs and wants.  Timeline is purchase over summer 2020, beginning implementation fall 2020 forward</p>
<p><b>8. Data Center Move / Technology Outage</b></p>	<p>Keith</p>	<p>15 min.</p>	<p>Information</p>	<p>Planned technology outage scheduled for December 18-22 to move network equipment into new data center.  Several power outages also scheduled for winter break could affect system availability, hopeful generator backup power may mitigate some of those issues.</p>
<p><b>9. Student Survey Feedback</b></p>	<p>All</p>	<p>10 min.</p>	<p>Discussion</p>	<p>Feedback provided to Neil on student survey.  Any further feedback may be provided via email to Neil.  Neil will integrate and provide to Keith for integration by Aimee into survey tool.</p>
<p><b>10. myCuesta Status (added after agenda approval)</b></p>	<p>All</p>	<p>10 min.</p>	<p>Discussions</p>	<p>New myCuesta portal has been sent to a few groups, including TechWeb. Will be sent to all employees soon.  Lana asked if there will be more discussion about adding buttons, Keith; there will as we go through testing levels.  Intention is for both versions to be available until fully ready/comfortable with new version, possibly end of 2020 spring.</p>


FUTURE AGENDA ITEMS				
Tech Plan, Lifecycle reports, Presto, web analytics, accessibility				

Next Meeting November 22, 2019 | 1:30 PM | 3145

Resources are available on the [Governance](#) webpage

- Mission Statement
- Participatory Governance: Decision-making and Committee Handbook
- Integrated Planning Manual
- Comprehensive Master Plan
- Strategic Plan