

Information Technology Strategy Council

Agenda – 10/24/14

Minutes – review and approve

Old / New Business

1. Data Access and Security Taskforce Update – Rick
2. Technology Request Form - NC
3. District Technology Plan Update - Rick
 - a. Technology Plan Approach
 - b. Technology Refresh Plan
 - c. Disaster Recovery Plan
 - d. Next Steps
4. ITSC Membership / Reporting
5. Technology Support Services Reorganization - MVC

Other Business

Next Meeting: Wednesday, November 26, 2014 (1:00pm) DL-409



RIVERSIDE COMMUNITY
COLLEGE DISTRICT

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

Information Technology Strategy Council Meeting

Thursday, July 31, 2014
8:00 a.m. – Digital Library 409, Riverside City College

Minutes

Members Present:

Rick Herman (D)	Beth Gomez (N)	Norm Godin (M)
Mazie Brewington (R)	Ruth Leal (N)	Damon Nance (N)
Gloria Aguilar (recorder)		

Absent: Felipe Galicia (M), Julio Cuz (M), Amber Casolari (R), Chris Carlson (D)

Note:

Handouts (attached):

Agenda, 5/23/14 Meeting Minutes

Past Meeting Minutes: *Rick Herman*

5/23/14 minutes reviewed and approved.

Welcome and New/Old Business: *Rick Herman*

- Welcomed Mazie Brewington; introduced members and Rick explained the purpose of this committee.
- **ITSC Meetings –**
The group agreed to continue the format of the meetings. They prefer to have the ITSC meeting on the same day as the DBAC meetings. An August meeting will be scheduled. Gloria will look for a few dates will send out a meeting invite.
- **IT Audit Update Request –**
Rick stated that he has been asked to provide Chancellor Dr. Burke an update on the IT Audit / ITSC; the group finished up the IT Audit Prioritization spreadsheet. Rick will finalize the details of the spreadsheet, compile a report and will share with the group for review before submitting.
- **District Technology Plan –**
Rick stated that a plan is due by the end of October 2014. A plan does not currently exist for the District and is needed to respond to the accreditation recommendations for the three colleges and the District evaluation. Rick requested assistance in developing the plan. It was suggested that a ~~Tech Chair~~ Tech Chair representative from each college's technology committee participate in the development to help for their area. The group agreed to the

suggestion and will set aside two meeting dates for the development of the District Technology Plan.

- **Moreno Valley College (MVC) IMC / Microcomputer –**
Norm informed the group that IMC is down 1.5 FTE and with the fall semester approaching, the workload is challenging. MVC is working on developing new positions for the migration of Microcomputer and IMC. MVC did not want to recruit for future staff utilizing the current job descriptions as the responsibility will evolve due to the migration of the two departments. The group shared that this route will not be the solution for the immediate workload need. The development of the new job descriptions still needs to occur and should be continued. The group provided suggestions for seeking immediate help via temporary short term staff such as hourly or substitutes.

Other Items Discussed:

- **Timeline and Transition Plan for IMC / Microcomputer –**
Discussion began for the potential combination of these two departments. It was agreed that further detailed discussion is needed for a successful migration.

Action Items / Next Meeting Topics:

- **District Technology Plan Draft –**
Will share a draft of the District Technology Plan with the group for further input and review before submitting to Aaron / Chancellor.

Meeting adjourned at 10:25 a.m.

Next Meeting: **October 24, 2014 8:00 a.m. DL 409**