

Information Technology Strategy Council

Agenda – 10/16/15

Review and Approve

1. Agenda (10/16/15)
2. Minutes (9/25/15)

AVC Report

1. None

Old Business

1. Security Taskforce Update (Michael Simmons)
2. Office 365 Migration
3. Annual Program Review
 - a. Current Projects (15/16)
 - b. Project Priorities Review (16/17)
 - c. Pay-for-Print Options (16/17)

New Business

1. None

Area Reports

1. Technology Advisory Groups
2. Technology Support Services
3. Information Services
4. VPs for Business

Other Items

Next Meeting	Date	11/20/15
	Time	1:00 – 3:00pm
	Location	DL 409

Information Technology Strategy Council Meeting

September 25, 2015

8:00 a.m. – DL 409, Riverside City College

Minutes

Members Present:

Rick Herman (D)	Amber Casolari (R)	Shirley McGraw (N)
Henry Bravo (R)	Ruth Leal (N)	Damon Nance (N)
Chris Carlson (D)	Julio Cuz (M)	Beth Gomez (N)
Mazie Brewington (R)	Mark Oliver (D)	Kathy Paschke (D)
Gloria Aguilar (recorder)		

Absent: Norm Godin (M), Mazie Brewington (R), Felipe Galicia (M),

Handouts (attached):

Agenda, 6/8/15 Meeting Minutes, College Priority List

Review and Approve: *Rick Herman*

Group reviewed the agenda.

Chris Carlson moved to amend her approval of the agenda to add a discussion of 'Membership', Beth Gomez seconded and all members approved.

Amber Casolari amended the amendment to include a discussion of 'Operating Procedures' to the agenda. Chris Carlson accepted the amendment.

Motioned to approve the amended agenda of including 'Membership' and 'Operating Procedures'. Beth Gomez moved to approve, Julio Cuz seconded and all members approved. Added to New Business

Group reviewed minutes. Amber Casolari requested for the minutes to have more details, and requested to include the College Priority list with the minutes. Amber Casolari moved to approve, Henry Bravo seconded and all members approved to include the College Priority list as part of the June 6, 2015 minutes.

AVC Report

- **District Strategic Technology Plan (DSTP) Update** – The DSTP was approved in the spring of 2015; the accreditation response was approved in the spring of

2015 and vetted by the Colleges, by this group, and DSPC and prepared for the Accreditation team return visit November 5-6, 2015. All documentation is posted on the website.

Welcome and Old / New Business: *Rick Herman*

- **Microcomputer Support Transition** – All three colleges have renamed their group to “Technology Support Services”. The three Technology Managers and Information Services met during the summer to ensure a smooth transition. The group will continue to meet until it is no longer beneficial. This group is an operating group; any decisions that need to be made will be brought back to ITSC as a recommendation. Discretionary funds were split among the colleges, contract funding remained at District. Any minor contracts / licenses please send over to me (Rick) and will review with Aaron Brown for approval.

- **Operating Calendar Review (15/16)** – Meeting dates / times will be:

<u>Date</u>	<u>Time</u>
09/25/15	8:00-10:00 a.m.
10/30/15	8:00-10:00 a.m.
11/20/15	1:00-3:00 p.m. (adjusted for Thanksgiving holiday)
December	Blackout month
01/29/16	8:00-10:00 a.m.
02/26/16	8:00-10:00 a.m.
03/25/16	8:00-10:00 a.m.
04/29/16	8:00-10:00 a.m.
05/20/16	8:00-10:00 a.m.
June	Blackout month
July	Blackout month
August	Blackout month

Rick has a conflict with the 10/30/15 meeting date, the group agreed to a meeting new date of 10/16/15. A meeting invite will be sent out to the group.

- **Project Priorities Review (15/16)** – The Information Services approved list of projects with a synopsis of each project was shared. Funding of the projects was asked, Rick stated that he will send out a copy of the list and will include the approved funding for each project.
 - The Information Services 14/15 Project Priorities list was reviewed a copy of the list with approved funding for each project will be sent out to the group.
 - Information Summer Projects – MVC NOC, MVC Infrastructure, NC Infrastructure, Wireless Access, ProofPoint, Server Virtualization, Mass Notification and Cabling Contract

Other Items Discussed:

- **O365** – An update was requested, Rick stated the proposed rollout timeline will be presented to Executive Cabinet, if no negative impacts will occur an email will be sent out to the user community updating them with O365 and Portal.
- **Wireless Access** – Information on how to access and use wireless access will be updated on the faculty and student webpages and information will be distributed.
- **Program Review** – Discussion of current Program Review processes at Colleges, Faculty and District level, all are experiencing a timeline process change. The group will consider the Colleges and Faculty Program Review when developing the District Program Review. This is a transitional year for all members.
- **College Priority List** – Discussed some of the items on the list and gave completion dates to the items that were discussed and currently in progress.
 - **Global Access** – Should be completed by fall of 2016.
 - **Safety & Security / Emergency Disaster Preparedness & Recovery*** – Clarification, RCC TAG would like to receive updates in this area. This item could be an item under 'Area Reports' and the information obtained will be taken back to RCC TAG. Both Mike Simmons and Sherry Stone will be invited to an upcoming meeting to provide an update.
 - **Redundancy** – Redundancy is almost complete, in progress is the connectivity from internal to external; the MVC NOC; second scenic connection; out to the internet within; back up of data is occurring, backing up all critical data and replication; next step is storing off-district sites.
- **Inventory Asset Management** – Funding was approved and a group needs to be put together to begin this project. Rick will speak with each VP of Business Services and Aaron Brown to compile a group. This item will be marked a high priority.
- **R25 Live (AV)** – Julio stated that the AV area of R25 Live is a concern for their college.
- **Video Stream** – Moreno Valley College needs to get in contact with Steven Ashby to discuss video streaming. Norco and Riverside City have already met with Steven Ashby.

*Name change, was 'Safety, Emergency Disaster Preparedness & Recovery'

Action Items / Next Meeting Topics:

- **Pay-for-Print** – Each college will bring back information for the next meeting to discuss in detail as the contract expires this year and will require an RFP process.
- Will invite Mike Simmons and Sherry Stone for the next meeting.

Meeting adjourned at 10:06 a.m.

Next Meeting: 10/16/15 8:00 a.m. DL 409