

# Information Technology Strategy Council Agenda – 12-16-16

## Council Business

1. Agenda (12-16-16)
2. Minutes (10-19-16)

## Technology Plan

1. Enterprise Applications Coordinating Council – *Scott Tracy*
2. Technology Plan Projects
  - End Point Computing Standards
3. Program Review

## Reports / Updates

1. Technology Advisory Groups
2. Technology Support Services & IT Meeting
3. Information Technology

<b>Next Meeting</b>	Date	January 10, 2017
	Time	2:00 p.m.
	Location	CAADO 309

## Information Technology Strategy Council

### Meeting

October 19, 2016

8:00 a.m. – CAADO, 309

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### Minutes

#### **Members Present:**

Scott Tracy (D)

Tim Ragusa (R)

Chris Carlson (D)

Julio Cuz (M)

Ruth Leal (N)

Nathaniel Jones (M)

Shirley McGraw (N)

Beth Gomez (N)

Gloria Aguilar (recorder)

**Absent:** Henry Bravo (R), Terrie Hawthorne (M), Joe Gonzales (M)

**Guests:** Kathy Holstein (D)

#### **Handouts (attached):**

Agenda, 9/16/16 Meeting Minutes

Minutes approved by group; Leal abstained.

#### **Welcome and Old Business:** *Scott Tracy*

- **AVC Report –**

- Staffing – two candidates selected for the Business Systems Analyst position; two contracted programming staff on board;
- CollegeNet will provide 3-days of training to focus on current issues; and upgrade the current version to the recent release.
- Programmer's position closed and need to review pool; Cuz suggested to advertise on LinkedIn.
- The SharePoint Developer job description is currently with CSEA for review and approval; will send out a copy of the job description to the members.
- Helpdesk Technician position is in the PeopleAdmin approval process; seeking extension on substitute position.
- Associate Vice Chancellor interviews are scheduled for 10/28/16 with the goal of placing the selected candidate on the November Board.

### Other Items Discussed:

- **Enterprise Applications Coordinating Council – Scott Tracy**  
No updates at the moment
  - **E-Forms** – email will be sent out to the Vice Presidents of Business Services for committee member selection; Jones requested a meeting to discuss the current processes and forms in place prior to moving forward with the consultant and committee. Scott indicated that the suggestion will be followed through.
  - **Student Portal** – test students from each college will be migrated into the Portal in early November; missing a list of test students for Moreno Valley College; need to rebuild a server and once completed students will be notified and the goal is to have the students use the system for registration.
  - **Landesk** – preliminary meeting will be on 10/21/16, committee consists of college and district staff given this will be a district wide tool.
- **TAG Program Review** – discussion of how program review works at the college and district level, and the timeline challenges faced by both groups. It was agreed that a plan (flowchart) should be compiled to assist with the next year's program review that will allow for input from a shared governance process, and assist the District IT in meeting the college needs.
  - Infrastructure upgrades needs to be a standard item on the IT department program review to obtain funds for upgrade.
  - Oliver provided an update on the network bandwidth, fire wall upgrade, WiFi discoveries and next steps. Also shared information data from similar schools to RCCD. The group discussed concerns of future bottleneck issues and how to plan for bandwidth increase as it relates to student usage for academic purposes vs. personal usage. Researching other schools (community college and 4-year institutions) Board Policies and Administrative Procedures.

### New Business: Scott Tracy

- **Memberships** – Faculty representation for Norco and RCC is needed; Norco stated that Damon Nance will be the temporary representative until a faculty member is secured; and RCC is at a standstill.
- **16/17 Meeting Schedule** – Conflict of meeting dates for November 18<sup>th</sup> and January 20<sup>th</sup> due to DSPC; Aguilar will reschedule and send out notification to group.

### Area Reports:

- **Technology Advisory Groups** –
  - **MVC** – users expressed concerns regarding internet issues; and working with Oliver to finish up the NOC connection by Spring 2017.
  - **NC** – survey results showed concerns for internet and helpdesk, software updates; and evening support for faculty.

- **RCC** – helpdesk improvement has been felt; Kane building has ~~wireless~~ cellular connection issues. It was shared by Oliver and Tracy that Kathy Holstein is working on it and next meeting an update will be provided.

Meeting adjourned at 9:33 a.m.

Next Meeting: 11/18/16 12:00 p.m. CAADO 309