



Present

Dave Clausen

Patrick Walton

Dr. Lawrence Buckley

Shar Murphy

Jackson Ng

James Kleckner

Julie Wedemyer

Cathy Harrison

Jennifer Tupper

Jake Freitas (Alt)

Logan Merchant (Alt)

David Corley

Julie Johnston

Minutes

February 23, 2018 10 am

Humanities Building: Room TEEC

1. **Approval of Agenda**

2. **Call to Order/Opening Remarks**

Chairperson David called the meeting to order at 10 am

3. **Reading and Acceptance of November 29, 2017, Minutes**

Motion made by James and seconded by Jake. Motion carried.

4. **Update on Security Cameras BP/AP**

David advised the ITPC folks that he'd present the security camera information (BP/AP Security Camera Operating Policy (Information) on Wednesday, February 21. Once approved, the Policy will go to the LCC's Board. Cabinet had made a few minor tweaks.

5. **Review and prioritize NIPR/IPR budget items from ITMP**

Please see attached document with updated 2017-2018 IPR-NIPR Prioritization Table.

Comments from meeting:

Patrick: Consultation Council will make determinations and keep customizations to a minimum.

Note: Karissa and Alison focus on LCC's Master Educational Plan.

Financial aid would like another laptop to take on the road.

Laura (Child Development): would like another desktop/laptop for her teacher(s).

Title III funds can pick up needs in Community Awareness class.

Athletics appears to be able to secure laptops for their coaches and assistant coaches!

Jennifer (Learning Center): Need to follow-up with Facilities regarding more desktops. Electricity could be pulled from Cheryl's office.

David: Adjunct instructors receive computers as they are rotated from various locations & departments on campus.

Patrick: BSI funds replaced DSPS computers five years ago.

Patrick: led discussion about the importance/significance of campus-wide generators & cameras.

Julie: Shasta College employs solar-powered generators.

General discussion too about full-proof authentication when students sign-into computers especially with online classes

6. **Agenda items for next meeting**

7. **Good of the Order (Other Items)**

8. **Next Meeting**

Friday, March 2, 2108 at 10 am in TECC

9. **Meeting adjourned** at 11:20 am

Unit Priority	Area	For inclusion in:	Source	Planning Agenda Item(s)	Implementation Timeframe	Estimated Cost	Expected Outcome	Unit Priority	Funding Source	Consultation Council Notes
		ITMP		Web Master	2018-19	\$90,000	One person dedicated to the web needs of the college			
3	SS	ITMP	2017-2018 EOPS/CARE NIPR	Ed Planning Tool	Fall 2018	Up to \$50,000 annually	Increase Student degree completion	3	SSSP?	If needed to enhance existing Student Planning Tool
				USDA Grant hardware/software annual maintenance						
4	SS	ITMP	2017-2018 EOPS/CARE NIPR	Live Data Tracking system for Student Services	Spring 2018	\$20,000 annually	Understanding of KPI & increased response to meet student needs for successful retention/completion of program	4	SSSP?	
1	AS	ITMP	2016 Auto IPR	Fund both Mitchell & ALLDATA repair information systems annually	Fall 2017	\$3,000 per year	Improve student learning. Make auto students more employable.	1		Mitchell funded for 3/2017-3/2018 with ABEG, ALL Data funded from Academic Office 10/2017-10/2018
2	SS	ITMP	2017-2018 A&R NIPR	Intelligent capture scanners (3)	2018	\$6,000 Onetime / \$1,000 ongoing	More efficient	2		
	BS	ITMP	2016 IT NIPR	Increase technology replacement budget		annually	Dependability			
	SS	ITMP	2017-2018 Financial Aid NIPR	2 new laptops	2018	\$3,500	Increase effectiveness with students		FA - BFAP \$	
1	BS	ITMP	2016 Fiscal Services Annual Update	Security cameras	2017-2018	\$70,000	Campus-wide security	1		
3				cameras for gym events		\$40,000		3		
2				Equip all network closets with a UPS to provide at least 1 hour battery backup to support phones in the event of a power outage		\$40,000		2		
	SS	ITMP	2017-2018 A&R NIPR	computer in file room for microfiche printer	2018	\$2,000	Easy access for all in A&R			
	SS	ITMP	2017-2018 Child Development Center NIPR	Addition of 1 computer	ASAP	\$1,200	Higher productivity			
8	AS	ITMP	2017 DSPS IPR	iPads for Community Awareness class	2018-2019	\$3,000		8	Basic Skills?	Carrie needs to research that the appropriate apps are available
9	AS	ITMP	2016 Business IPR	Application licensure for new & existing courses	FA 2018	\$5,000	Industry supported curriculum delivery	9		Software yet to be determined
6	BS	ITMP	2016 Fiscal Services Annual Update	Higher quality reproduction machine	2017-2018	\$30,000	Industry supported curriculum delivery	6		
7	AS	ITMP	2016 Distance Education NIPR	Creation of a recording room for faculty	2017	\$15,000	Location for the creation of professional videos & voice over PPTs.	7		
4	AS	ITMP	2016 Distance Education NIPR	Implement synchronous online education	Start Fall 2017	\$350,000?	Synchronous online education distributed from multiple classrooms & delivered to multiple hubs in Lassen & Modoc Counties	4		
5	AS	ITMP	2014 Athletics IPR	Technology refresh for athletics	Immediate	\$20,000	Fully functional computers, a smartboard available for instruction, coaching, & film review available in the sports complex	5		Computers in Tech Replacement plan