Institutional Technology Planning Committee Meeting Notes
Regular Meeting
February 24, 2017 11am
Humanities- 102 TECC

Called to Order at 11:06 by Chair David Corley

Members Present: David Corley, Jackson Ng, Omar Alshykhly, James Kleckner, Jennifer Tupper, Logan Merchant, Patrick Walton, Cathy Harrison

1. Procedural
   a. Approval of Agenda & Prior meeting notes
      i. It was moved by Jackson Ng and seconded by James Kleckner to accept minutes from last meeting

2. Agenda Items for the meeting
   a. NIPR/ITMP
      David ask that the committee assist in the prioritization of budget items for the 2017-18 Budget process
         1. Priority lines were already added
            a. Single mode fiber has been added
               We are currently at the limit for our fiber we will need to change out the old fiber. The new fiber will allow student a better connection to WiFi on campus. David Corley said if the students in the Dorm need a better connection current students can come to the IT office and provide information so they can be put on a secure system with faster WiFi.
         2. The 2 Line items for Fire Science has been removed because they no longer apply.
         3. A Golf Cart for the IT has been added
         4. 2016 Distance Education line item (Creation of a recording room for faculty)
               Additional information was provided; students could also use for class projects
         5. Auto IPR- Certification software system for SMOG was moved up on the list. (Priority 4)
         6. 2014 PE – TV has been purchased. David will meet with his staff to decide what needs to be done to complete. PE will also need updated technology for keeping stats for games. A suggestion was made to give them portable laptops with A docking station for the desk. If this is something that is approved the technology budget for department will need to be revised to cover any cost.
         7. The Surface Studio computers for Graphic Arts department have been ordered.
               James would like to get 2 more to complete the classroom.

3. IT Project Updates(Current and Upcoming)
      1. Website
            A. The Website Committee will need to meet to discuss various topics to include; content of pages, the flow of information, the home page, Counseling , assessment , etc. This will be helpful to makes helps to ensure a well-rounded product for our students.

b. One meeting should be set up for March 2017. The new website will go live March 17, 2017. David will talk to the consultant to schedule a time to discuss issues.

c. it is suggested that there be two or three students on the committee to help with the process.

d. David Corley will gather a list of the Current members so a meeting can be set up.

2. Portal Login – Returning students

Can we get it set up to allow them to reset their own password? David Corley said we could set up Portal Guard to make this function. The software has already been bought it has to be implemented.

The next meeting will be held March 17, 2017 @ 10am
Meeting was adjourned at 12:00apm