Technology Planning Committee
January 31, 2008

Agenda

Approval of new three-year technology plan

The 2007-2010 Technology Plan was approved unanimously. Ted Phillips will have the plan placed on the CHC web site and present the plan to the Academic Senate, Classified Senate, and Student Senate as an informational item in the next few weeks.

Review of submitted technology requests from planning process (handout)

Recommendations to the President regarding technology requests

Discussion on the requests submitted to the Committee resulted in the development of several recommendations for the President. Ted Phillips will forward the recommendations ot the President and the Budgeting and planning Committee.

Technology Planning Committee
Recommendations to the President and Planning and Budgeting Committee
Departmental Technology Requests February 2008

As a result of the Technology Planning Committee meeting held on January 30, 2008, the committee recommends the following for consideration

1. Please see the attached document for items, listed as critical by requesting departments, that the Committee believes should be funded and receive first consideration when technology purchasing decisions are made for the upcoming budget. These items total approximately, $30,300, as per departmental estimates.

The following recommendations are not for specific items, but for consideration as strategies for addressing several requests within the list of items identified by requesting departments. All of these items impact more than one area.

2. Request information from Audio-Visual to determine whether there are enough laptops to allow for individual departments to reserve them on a regular basis, or for a semester at a time. If so, to begin that process, if not, to purchase more laptops for the Audio-Visual department so that such a check-out process can be considered.

3. Smart Classrooms – Smart Classrooms continue to be requested by individual departments and the committee believes that funding additional smart classrooms is a good idea. In fact, the recently approved Technology Plan moves towards making as many of our classrooms 'smart' as is prudent. The committee recommends that smart classrooms should not 'belong' to any department, but be developed in areas to strategically serve areas of the campus.

4. Develop a fund for the maintenance and repair of campus printers. Aside from the agreement developed with Canon for the scanner/copier/printers in offices, no funding is available for maintenance of printers on campus, except through individual department budgets.

5. Develop a strategy and fund for tracking and paying for software license agreements not covered by the District. Increasingly, software developers are requiring maintenance fees for software such as SPSS, NetLabs, etc. (especially network versions) and renewing these licenses in a timely and proactive manner is in the best interests of the college and our instructional practices.

Attachments:
Critical item requests – recommended for priority funding
Non-critical item requests
Late Requests

Critical Technology Requests

Item/urgency	Rationale	Cost	Unit
Printers C	Purchasing and installing a new high volume printer in LADM 220 will address an identified program weakness. Students need printer access in order to complete homework and in-class assignments. Our existing printer in LADM 220 is over 6 years old and unable to handle the demand.	$4,000	BIT
NetLabs annual license C	An identified threat is the ongoing and sometimes increasing costs of licensing and support contracts. One such example is the CCNA NetLabs server contract. This server provides 24/7 remote access to the CCNA routers and switches and also provides access to updated labs, curriculum and networking scenarios. The renewal of this annual contract is necessary in order to provide academy students with the latest tools, equipments and labs. A loss of the Netlabs server would limit equipment access to in-class time which would have a negative impact on both teaching and learning.	$3000	BIT
AMOS license & Maintenance C		$1,300	Research Planning
Log-in software C	Current log-in software is legacy, inadequate, and no longer supported.	$2500	Learning Center Tutoring Centers
Back-up Server C	Campus back-up service is beyond life expectancy.	$17,000	Tech Services
High Speed Printer C	Current printing capabilities are limited. Current equipment reaching end of lifecycle	$2,500	Teaching Aids

Non-Critical Technology Requests

Item/urgency	Rationale	Cost	Unit
Atlas 550 Adtrans H	Purchasing and installing a second Adtrans Atlas 550 setup for the NetLabs topology will address the identified weakness concerning a lack of WAN simulation equipment accessible to the CCNA students.	$7,500	BIT
Web Server M	An identified opportunity is in the areas of Web Master and Web Designer. Additionally this has been identified as a threat as other colleges who are currently offering this type of program are drawing students out of our service area. A CIS web server will provide an essential tool necessary to teach students how to create, post, and manage web sites in real-world situations. A CIS Web server will improve the instructional program and will allow the Web students to gain the hands-on experiences required in order to be successful in the field. For the last six years a part-time faculty and a full-time faculty have provided the funds necessary (approximately $4000 a year) to lease space for students.	$18,000	BIT
SmartBoards (3-77") H	Using smart boards to capture real-time notes and diagrams and will allow students to focus less on note taking and therefore be more engaged in class discussions. A more effective classroom communication process will ensue. The smart boards will record lecture materials and diagrams that can be posted to the class website, allowing students to review the lecture if they need further clarification and/or to view what they missed if they were absent from the class session. This supports an identified CIS program strength, which is a desire on the part of the instructors to integrate new technologies and new instructional strategies into the teaching and learning process.	$10,000	BIT
Sandra H	Acquisition of hardware troubleshooting and support applications, will allow students taking the Hardware Repair course to work with and solve problems using software they will find in use when employed as a PC Technician. This has been identified as a program weakness, a threat and an opportunity. It is a threat as students may choose to attend a college that includes instruction in the use of these tools as a part of the Hardware class program. It is an opportunity as it is a skill being sought by both the public and the private sectors. Finally it is a weakness as students who are currently completing the program do not have knowledge and experience using current industry tools for diagnosing and solving computer hardware and software problems. This may limit their ability to gain employment in the field.	$1000	BIT
Spinrite H		$2000	BIT
Norton Utilities H		$2000	BIT
Partition Magic H		$2000	BIT
Fresh Diagnose H		$2500	BIT

Smart Classroom (OE1-127)		$12,000 – $20,000	Pub Safety EMS
Laptop computer: fire tech / classroom lecture		$1,200	Pub Safety EMS
Laptop computer: EMS / skills lab simulators		$1,200	Pub Safety EMS
Digital camera (2)		$10,000	Pub Safety EMS
Photo Printer		$200	Pub Safety EMS
CPU RAM M		$500	Research Planning
SPSS Licenses (2) H		$6,300	Research Planning
Digital Voice Recorder H		$225	Learning Center
VHS / DVD combo players (2) H	To provide students with the ability to view VHS/DVD related to course work, telecourses, etc.	$400	Learning Center
Equip to expand Campus Wireless H	To further cover the campus with wireless capability and address ‘dead areas’. Access points and other hardware/software.	$20,000	Tech Services
Equipment auditing sw H	TO maintain accurate and current inventories, locations of technology on campus	$1,000	Tech Services

Printer Repair and Macintosh Training M	Although associated with computers, printers are more like copiers than computers and require specialized training and tools. Currently Tech Services has no one trained beyond basic troubleshooting Macintosh computers exist on the campus and some area s desire expanding with Apple computers. Technology Services needs to train one person (who can then train the rest of the department) in higher level Macintosh troubleshooting and repair to better service existing machines (Learning Center, Library, Faculty Offces, other misc.)	$5,000	Tech Services
Slide Scanner H	There are a huge number of slides used by faculty that need to be coverted to digital in order to continue to be used effectively in classroom. Our current slide projectors are old technology and running on their last legs.	$2,000	AV

Received Late but Considered

Communications

Technology **Laptop computer for use with projection equipment in BC 106 as well as docking station for use in BK 106 (program office)** **Exploration, purchase and installation of DVD camcorders or permanently installed digital recording equipment in BC 106**	**C** **C**	**5000** **5000**	**Fall 2008** **Fall 2008**	**Instructional** **Instructional**	**3, 4** **4**

Foreign Language

Technology **Full Smart Classroom Equipment (including computer) installed in CL 106; alternatively projection equipment and a dedicated laptop for the Spanish program in order to use online laboratory resources to their fullest**	**C**	**20,000**	**Fall 2008**	**Instructional**	**4**