



Technology Committee

MINUTES for Thursday, November 16, 2023

2:00 p.m.

Zoom

Members Present:	Ingrid Greenberg, Johanna Gleason, Monica Cueva, Michelle Gray, Tim Saylor, Janet Foster, Anthony Vargas (proxy for Jacqueline Sabanos), Cindy Ybarra,
Members not Present:	Shakerra Carter, Diana Romero, Carmen Moi, Damella Abbott, Jessica Luedtke, Mary Burns
Guests:	Peter Maharaj, Steven Domingo,
Recorder:	Patricia Lopez

AGENDA

Call to Order 2:03 p.m.

1. Welcome/Introductions

2. Approval of Agenda

DISCUSSION	<ul style="list-style-type: none"> - An item was added to the agenda by suggestion of member of the Technology Committee Meeting, how to address technical issues and support in classrooms. - Cindy Ybarra moved to approve agenda and Monica Cueva second, motion carried.
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CONCLUSION	<ul style="list-style-type: none"> -Agenda approved by the Committee -Patty will make sure that all agendas have as an item approval of agenda and minutes. - the September minutes will be approved in the next meeting scheduled on February 15, 2024. This to provide more time to Associate Vice Chancellor Peter Maharaj at today's meeting.
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3. Faculty Leader Access to MS Project for AIP, Program Review, and Strategic Planning

DISCUSSION	<ul style="list-style-type: none"> - Associate Vice Chancellor, Peter Maharaj, joined the Technology Committee meeting and informed the committee all the efforts that the IT department at District lever are taking to facilitate assistance to all CE Campuses. Such efforts are <ul style="list-style-type: none"> • Hiring a new full time Network Specialist • Implementation of Tech Bar Services. These bar services would be located in the colleges to provide tech services in a determine time frame. - Dr. Maharaj introduce Stephen Domingo, the new manager of campus PC services, who would be attending SDCCE's technology meetings. Stephen is working on identifying the difficulties that the colleges are facing with technology and offer solutions to them in a collaborative manner with other technicians. - Dr. Peter Maharaj highlighted the importance of work collaboratively on getting a better time management process, a better request process, and then having that visibility and presence that is needed at the different campuses. - Steven Domingo will be joining SDCCE tech meetings as a guest and representative to the District. By attending these meetings, Stephen will be able to address issues and bring them forward at a district level. - Dr. Maharaj invited the committee meeting to focus not only on the issues and challenges but to also recognize the successes in the past year and at as well as the state chancellor's office on technology planning and that recognition for good work from it. - Peter highlights the successful implementation of systems and infrastructure, including digital equity and a new Wi-Fi system, and acknowledges the team's dedication and leadership. Recognizes key individuals within the IT department for their contributions and
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	<p>accomplishments.</p> <ul style="list-style-type: none"> - The success of the district's single user experience for both guests and authenticated users, and the upcoming rollout of Microsoft Teams as a new telephony service. - The Phone project timeline includes transitioning off the Mitel system by the end of July 2024 and potentially starting the rollout of Microsoft Teams for the College of Continuing Education in February 2024. - Associate Vice Chancellor Peter Maharaj, brought up to the conversation, that under the leadership of Acting Chancellor Gregory Smith, they were able to identify funding for a Network Specialist. The recruitment process for these positions will begin before the end of the year, with one position expected to be filled by February 24.
CONCLUSION	<ul style="list-style-type: none"> - Steven Domingo will be attending SDCCE Tech Meetings as a guest and representing the District. -

Old Business

4. SDCCD IT Staff Plans to Pilot “Tech Bar” for students at SDCCE campuses by Spring 2023

INFORMATION	<ul style="list-style-type: none"> - Associate Vice Chancellor, Peter Maharaj, joined the Technology Committee meeting and informed the committee all the efforts that the IT department at District lever are taking to facilitate assistance to all CE Campuses. Such efforts are <ul style="list-style-type: none"> • Implementation of Tech Bar Services. These bar services would be located in the colleges to provide tech services in a determine time frame.
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5. SDCCD Student Email Forwards

INFORMATION	<ul style="list-style-type: none"> - -
CONCLUSION	
Action Item [Who?]	-

6. SDCCE Technology Strategic Plan 2023-2024

INFORMATION	<ul style="list-style-type: none"> - -
CONCLUSION	-
Action Item [Who?]	

7. MS Project Interest List for SDCCE Faculty Leaders

INFORMATION	-
CONCLUSION	
Action Item [Who?]	

8. SDCCE Hyflex Classroom Technology Updates

INFORMATION	-
CONCLUSION	
Action Item [Who?]	

9. Adjournment Meeting adjourned at 3:13 p.m.

NEXT MEETING:

Thursday, February 15, 2024. – 2:00 p.m.

Zoom

Minutes submitted by:

Minutes approved: