

# **MINUTES**

Date: 06/01/17 Time: 12:30 p.m. 1:30 p.m. Location: Library Conference Room 3533

## Attending

Judy Baker, Heather Garcia, Akemi Ishikawa, Gay Krause, Sharon Luciw, Joe Moreau, Mike Murphy, Josh Pelletier, Paula Schales, Paul Szponar

#### Discussion Items

- 1. Welcome and introductions
- 2. Review and approve minutes (<a href="https://foothill.edu/president/ttf.php">https://foothill.edu/president/ttf.php</a>)
- 3. Project proposals (video about how to submit a technology project proposal)
  - a. Give instructors the ability to submit grades directly from their Canvas course sites to Banner (Baker)
  - b. Texting students (Hanstein)
- 4. Updates
  - a. College website (Hanstein)
  - b. District Technology Plan will be recommended to Chancellor's Advisory Council (CAC) on June 9th - please read the attached document (Moreau)
  - c. ETAC and ETS(Moreau)
  - d. 2017-2020 Foothill DE Plan finalized (Baker)
  - e. Status of Canvas migration and OEI Exchange at Foothill (Baker)
  - f. Staff, faculty, and administrators invited to participate in <a href="mailto:professional-development-needsassessment-survey">professional-development-needsassessment-survey</a> which includes tech training (Baker)
- 5. Implementation of Tech Plan (Baker)

#### Discussion Detail

- Welcome and introductions
   TC members went around the room and through Zoom for introductions.
- 2. Review and approve minutes (<a href="https://foothill.edu/president/ttf.php">https://foothill.edu/president/ttf.php</a>)
  Minutes from the April 12, 2017 meeting were approved.
- 3. Project proposals (<u>video</u> about how to submit a technology project proposal)
  The ITproject form can be found in MyPortal.

Telepresence equipment PSME will conform to the main infrastructure.

VDI at Sunnyvale Completed, and is only waiting for PSME. Wait time will be lowered for tech support and it will save personnel time.

#### ii. 2017-18

Needs assessment for classroom baseline Requires input from faculty to find out what they need to be effective in their classrooms: pedagogically what technology they can leverage, how students use their devices in the classroom, etc.

Web conferencing Equipping rooms and keeping up standards in new classrooms and departments is a moving target. The

## iii. 2018-19 (possibly 2017/18)

Cloud-based survey system District currently has a tool, but it may not provide the ease of use required by the college. It may not appear to be user friendly.

## c. ETAC and ETS(Moreau)

i. The final meeting of this academic year took place yesterday.

ii.

Formalize the procedure and timeline for the tech plan revision process.

ETAC will be engaged in the Banner 9 upgrade. This is an improved product and will address the way our information is currently siloed. Banner 9 will bring those disparate displays together.

Centralized printing for the campus will be explored.

We need to consider how to prioritize network traffic on our system.

at De Anza.

Foothill has room, but De Anza is often maximized at 99% from 10a-2p every day. Both colleges will be upgraded from 1 gig to 10 gigs.

iii. Friday, June 2, 2017 from 10p-

provider) will migrate to a new CENIC internet router.

There will be a disruption of internet connectivity for Foothill College.

On campus networking and connection to computing services based at De Anza will remain available.

Canvasauthentication and access to Etudeswill remain available.

## d. 2017-2020 Foothill DE Plan finalized (Baker)

- i. Revisions to DE plans for both colleges and the District will be made each year. Following years will build upon the existing plan rather than starting from scratch.
- ii. The finalized version will go to PaRC and the Academic Senate where it will be posted online in the minutes for both agencies.
- e. Status of Canvas migration and OEI Exchange at Foothill (Baker)
  - i. The course exchange is going live.