

**San Diego Miramar College  
Technology Committee  
April 26, 2016 - 3:00 p.m. - 4:00 p.m.  
Room L-108**

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**MINUTES**

**Present:** Daniel Miramontez, Kurt Hill, Glenn Magpuri, Gene Choe, Brenda Wilborn, Alan Viersen, Vron Vance, Ken Reinstein, and Todd Williams.

**Absent:** Christopher M. Silva, Kent Keyser, Glenn Bowers, Lou Ascione, and Jane Ly.

- I. Call to Order. The meeting was called to order at 3:00 p.m. by D. Miramontez.
- II. Approval of Minutes. Minutes for February 23, 2016 and March 22, 2016 was moved by A. Viersen, seconded by K. Reinstein and carried to approve both sets.
- III. Approval of Agenda. Agenda was moved by G. Magpuri, seconded by A. Viersen and carried to approve the agenda of April 26 2016.

IV. New Business

**\*Strategic Goals**

- a. ACS and ICS Gap-solution. **2.2, 2.4**  
Introduced new ACS, T. Williams. Now that ACS position has been filled, this will enhance communication with ACS and ICS. Liaison with School of PRIELT and ACS will be discussed by the VPSS in President’s meeting.
- b. RFF Technology Scoring Rubric. **2.4**  
Scoring rubric draft was presented. This is a general rubric that will look at whether scope of impact is on a large campus scale or single department and if funding could come from other sources, roll-down, or alternate solution.

	High	Medium	Low	Should Fund	Should Not Fund
Scope of impact					
Can be funded/provided through other means?					
Critical in nature?					
Discussed in Program Review					
Feasibility				n/a	n/a

Scoring rubric will provide a way of standardizing the allocations across technology so that the Technology Committee could review the allocation of technology resources and make a recommendation to BRDS. In Fall, suggestion was made that scoring rubric be reviewed offline by ACS, AV, and ICS then brought back to Technology Committee. Scoring rubric will include scope of impact, other means of funding, critical in nature, feasibility, and Program Review submittal. This scoring rubric is a pilot, to be tested in the fall semester and refine. Consensus was made to move forward with process.

- c. IELM/Technology Refresh Purchases. **2.2, 2.4.**  
Last meeting, prepared looking into computer purchases.

V. Old Business

- a. Technology Plan 2.0: The Next Generation. **2.2, 2.4.**  
Updates of nearly completed plan and sections were previewed. Office information is now included in this plan which contains information and a brief synopsis on ACS, ICS, AV, SDCCDOIT, and Web Services. Other departments could adopt this template, which could be included in the Faculty Handbook. Suggestion was made to highlight Help Desk x7000, linking to IT Website or to add a Help Desk section in the Office Information. Other updates include how the Technology Plan integrates with the participatory governance structure along with Service Unit Outcomes (SUO) and Program Review. Proposal will be to finalize plan over summer session and return back to Technology Committee for review of end product. Once finalized, send to constituency groups (to view format). Motion was made to accept the draft with amended changes, final in summer, return back to Technology Committee in Fall, upon approval by committee, send out to constituency groups.
- b. Technology Committee and Standard III.C. **2.2, 2.4**  
Draft three of the Self-evaluation report was sent out to the college for review. Final SER will be worked on during fall semester. It was emphasized that Technology committee members take a look at and provide feedback for Standard III.C., which will be updated with addition of new ACS and Technology Plan 2.0.

VI. Standing Items.

- a. Website Subcommittee Report. **2.2.**  
Discussed new calendar for 2016-17. Discussion was mostly geared towards the Website Discovery process, in particular, the meeting with Administration (working on meeting with Academic and Classified Senate). On the college's website, individuals can now report problems involving the webpage they are on by clicking onto a link, "Report Issues With This Page" located at the bottom of the page. Eventually, attachment capabilities will be added.

VII. Other.

District IT has now completed the internet upgrade from a 1GB feed to a 10GB feed (10x the speed, fully redundant, and no interruption campus wide). Wireless infrastructure upgrade is in the works, enhancing the wireless experience on campus. End of August, early September, will complete the Dark Fiber Project to capitalize available fibers throughout the county and will direct connect all the campuses (District will be its own ISP). Campus Solutions piece PeopleSoft (Student Records) will have its final implementation in Summer 2017.

VIII. Meeting adjourned at 4:02 p.m.

***\*San Diego Miramar College Fall 2013–Spring 2019 Strategic Goals:***

- 1. Provide educational programs and services that are responsive to change and support student learning and success.*
- 2. Deliver educational programs and services in formats and at locations that meet student needs.*
- 3. Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.*
- 4. Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.*