



**PCCD Planning and Budgeting
Integrated Model (PBIM) Committee Meeting
District Technology Committee (DTC) Minutes
November 3, 2017, 11:30 a.m. – 1:30 p.m.
District Board Room**

Membership present:

Chair: Jason Cole, Vice Chancellor of IT
 Inger Stark, Distance Education Committee Representative
 Antoine Mehoulley, Director of Network Services
 Kelly Pernell, Faculty IT Representative
 Vincent Koo, College IT Committee Representative, Berkeley City College
 Roberto Gonzalez, Classified Senate Representative
 Vu Phan, College IT Committee Representative, Laney College
 Mark Swiencicki, PFT Representative
 Alex Hernandez, Classified Representative, SEIU 1021

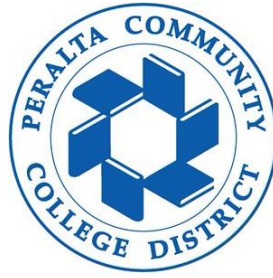
Absent:

Bryant Munrudo, Student Government representative
 Timothy Hackett, Faculty IT Representative

Guests:

Tony Hampton, Representative in for Timothy Hackett, Faculty IT Representative

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome
I. Standing Items			
-Call to Order	N/A	N/A	11:40am
-Adoption of the Agenda			The agenda was amended. The order of Items A and D were switched. Item D. Elect a Faculty Co-Chair was moved up to accommodate guest speakers. Agenda was then adopted as presented. <i>Motion: Stark, Swiencicki Unanimous.</i>



<p>-Approval of Minutes (May 2017)</p>		<p>Chair Cole suggested to approve the minutes from October 6, 2017. <i>Motion: Stark, Mehoulley Unanimous.</i></p>
<p>-Public Comment</p>		<p>N/A</p>
<p>-Sub Committee Reports</p>		<p>College Reports</p> <p>Berkeley City College – Vincent Koo VHS players are breaking down, requesting to digitize materials, i.e., VHS into DVD’s. Need some direction for doing this as most computers no longer have DVD players. -Recently submitted a request for the purchase of a Blue Ray. - Cabling is aged at BCC and is requesting that Smart Classrooms come quickly.</p> <p>Merritt College – Tony Hampton Upkeep of Smart Classrooms continues to receive updates. Improvements to technology request in the older buildings are under discussion.</p> <p>Laney College – Antoine Mehoulley Laney Smart Classroom project continues and is slated to be completed in the next two weeks. Currently, there are 70 Smart Classrooms at Laney, 10 at Merritt, 15 at College of Alameda. A number for Berkeley City College was not mentioned. -Single Sign On project is underway. -Ten gig upgrade district wide is slated to be completed by January. -PeopleSoft upgrade contract is will be presented to the Board of Trustees November 14, 2017. The upgrade has started and mobilization is underway. Funding for the upgrade has been located and the request to go before the Board of Trustees will be to upgrade the enrollment, Human Resources, and Finance modules</p>



			with a strong push toward a paperless system. Dr. Stark suggested a motion: Move to reaffirm District Technology Committee support of the PeopleSoft upgrade as currently proposed. <i>Motion: Stark, Swiencicki Unanimous.</i>
-Co-Chair Report			N/A
-Chancellor's Report			N/A
II. Carried-Over and New Items			
A. Elect a Faculty Co-Chair			I. Stark nominated Kelly Pernell. Kelly Pernell is now Faculty Co-Chair. <i>Motion: Stark, Mehoulley Unanimous.</i>
B. Faculty Survey on Smart Classrooms			M. Swiencicki shared the results on the Smart Classroom Survey. Most were concerned about the strategic placement of lights and whiteboards in relation to where LCD monitors are placed. Other topics of discussion: LCD's vs projector lecterns, lecterns vs desk and which are most suitable for which classrooms.
C. Review of Steinberg Technology Draft			The purpose of the Facility Master Plan is to capture projects in writing to give a brief description of what the project is with a dollar amount attached to them for further discussion and decision making. Other issues addressed in the Facility Master Plan: Security, AV, Lighting, Emergency call and response system. It was recommended to ask each College Technology Committee to give input on Technology Draft of the Master Plan. The District is to evaluate the Facility Master Plan to go up for a bond next summer. It was suggested that other factors be thought of as it relates to the larger scheme of the Facility Master Plan i.e., how to integrate support for the HVAC,



			<p>redundant power sources such as generators, and AV controls which all need to be in one room and not in several different rooms. How will the Technology plan support BMS that has IT in it?</p>
D. TeeCom Smart Classroom Standards Discussion			<p>Presented on Smart Classroom. TeeCom was presented with a survey from the Faculty on their views of the Smart Classrooms and what they would like to see implemented. TeeCom to digest the survey and then will see how they can implement. TeeCom reported that the Smart Classroom will be uniform in appearance to make this easier on faculty. When faculty are trained on one Smart Classroom, essentially they are trained on all. The classrooms will be designed to enhance the student experience by allowing them to BYOD to connect to the campus internet. These classrooms will be ADA compliant. VC Cole and Director Mehouelley stressed the fact that during the implementation stage, there will be room for some minor customization for some departments as long as they are within the Basic Technology outline.</p> <p>I. Stark and M. Swiencicki will draft up five points on the Smart Classroom Project. The five points are to address the concerns outlined in the faculty survey. These concerns were presented to TeeCom and were well received. This will be present to DAS on November 7, 2017.</p>
III. Adjournment			Meeting adjourned at 1:03pm
IV. Next meeting			<p><i>Friday, December 1, 2017</i> <i>11:30 am to 1:30 pm</i> <i>District Board Room</i></p>