



**PCCD Planning and Budgeting Integrated Model (PBIM) Committee Meeting  
 District Technology Committee (DTC) Minutes  
 September 8, 2017, 11:30 am – 1:30 pm  
 District Board Room**

**Membership present:**

Chair: Jason Cole, Vice Chancellor of IT  
 Inger Stark, Distance Education representative  
 Antoine Mehoulley, Director of Network Services  
 Kelly Pernell, Faculty IT representative  
 Timothy Hackett, Faculty IT representative  
 Vincent Koo, College IT Committee representative  
 Roberto Gonzalez, Classified Senate representative

**Absent:**

Bryant Munrudo, Student Government representative  
 Vu Phan, College IT Committee representative  
 Mark Swiencicki, PFT representative

**Guests:**

Blake Johnson, Faculty BCC; Cleavon Smith, DAS President; Evelyn Lord, Faculty Laney College; Chioma Ndubuisi, Director of Enterprise Services; Mark Latz & Gil Lopez, TEE COM; Annette Dambrosio, District Accreditation consultant

<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>
<b>I. Standing Items</b>			
-Call to Order	N/A	N/A	N/A
-Adoption of the Agenda			The agenda was adopted as presented, with removal of S. Mahlotra as presenting II.d <i>Motion: Mehoulley, Stark</i>
-Approval of Minutes (May 2017)			Chair Cole suggested that approval of May 2017 minutes be deferred until October 2017 as May attendees were no longer members. Cole will distribute May minutes to former DTC membership and report back. <i>Motion: Cole, Pernell Unanimous.</i>
-Public Comment			N/A
-Reports from Sub Committee (2 minutes each)			Dr. Stark reported on the progress of the Pilot initiative in Canvas; two big things going on: creating “roll out” training for faculty and students; Committee needs to work on making Canvas work well.



-Co-Chair Report			N/A
-Chancellor's Report			N/A
<b>II. Carried-Over and New Items</b>			
a. Elect a faculty co-chair			Tabled until Oct. DTC meeting to ensure that all faculty representatives are present: <a href="#">Motion: Pernell, Stark Unanimous</a>
b. PBIM Revision update			Dr. Dambrosio presented an overview of some of the enhancements to the PBIM, to include a brief overview of the By-laws, DTC's formal charge, and Common Goals of PBIM Committee members. She emphasized the necessity of attending all meetings on time and ensuring that all DTC information is disseminated to the respective constituent group and broadly discussed. Members represent their constituency and are responsible for reporting. Suggestion to send written report to DTC College Committees at a minimum.
c. IT Strategy review and adoption of DTC 2017-2018 Goals and Objectives			<p><u>IT Strategy overview:</u>            Director Mehoulley: Laney Smart Classrooms (68 to be done by November); Training for Office 365 at all Colleges;</p> <p>Director Ndubuisi:            Starfish/Early Alert            BCC/COA -January 2018            Laney /Merritt -Fall 2018            Degree Planning, all Colleges -Summer 2018            PeopleSoft Upgrade approval to the Board October 10, 2017. Project start date- end of Oct/Nov 2017.</p> <p>VC Cole: IT Goals: Transform the student experience. Completed wireless project...next is Merritt refresh (stem to stern reimplementation); BCC and District will be last. Planning to roll-out 10 Gig project (CENIC). Refactoring core Enterprise Planning (well "behind the curve" of PeopleSoft, to include "end of life" pieces). Current Moodle is no longer supported.</p> <p><u>Adoption of DTC goals/objectives:</u>            Discussion centered on gap between funding and goals and availability of state funding.</p> <p>Set technology standards and IT service portfolios for the colleges and the district <a href="#">Motion: Pernell, Stark</a></p>



			<p><i>Unanimous</i></p> <p>Additional discussion centered on need for more IT Planning to drive College Planning and need for District to establish Standards.</p> <p>In concert with college Technology Planning Committees and District IT, create a comprehensive technology plan  <i>Motion: Stark, Mehouelley</i>  <i>Unanimous</i></p>
d. Update on the Integrated Facilities and Technology Master Plan			<p><u>TEE COM presentation</u>  Classroom technologies presentation choices for classrooms and need for consistency among Colleges. Technology is divergent in the Colleges, but also convergent.....should be collaborative.... some groups requested voting systems.</p> <p>Identified 9 different classroom layouts: standard classroom vs. “flexible” room</p> <p>Baseline technology considerations include: Single display, laptop, video capture (standard or enhancement), projector, room scheduler, assisted listening device (infrared vs. radiofrequency.... emerging technologies use WIFI), flat panel display or projection screen, ceiling loudspeakers, technology connection point, audience participation wireless, interactive display, “bring your own device”</p> <p>A major consideration needs to be consistency in using technologies across the Colleges. Has TEE COM met with College Facilities Committees? What are priorities that are not part of College planning?  Discussion on legality of recording—camera or audio (clarify legality and privacy issues). Recommend that PFT and DAS be consulted.</p> <p>PowerPoint will be distributed to all.</p>
e. Items for next meeting			N/A
<b>III. Adjournment</b>			Meeting adjourned at 1:27 p.m.
<b>IV. Next meeting</b>			<i>Friday, October 6: 11:30 – 1:30</i> <i>District Board Room</i>