El Camino College Compton Center

Technology Committee
September 21, 2016

Present: E. Estrella, D. Maruyama, R. Murray, M. Ornelas, D. Simmons, D. Ueda, A. Valdry, A. Yermakov

Absent: B. Kooiman, G. Narusawa, S. Khodagholian, G. Manikandan

Facilitator: Andrei Yermakov/ David Maruyama

Recorder: Nicole Gordon

I.   Information Items

a. Welcome

i. Andrei welcomed all the members to the meeting. There was discussion about the meeting date and time. The meeting date and time was set for **the 3rd Wednesday of each month from 3: 00- 4:00pm.** New members were introduced and the co-chair David Maruyama. It was also noted that some members were not added to the meeting invite and it was noted who those member were to ensure they are added to all future meeting invitations. We talked about the new web page for the Technology Committee and the information that would be on that page. In addition to the webpage there was discussion about a student representative on the committee. ASB will be contacted to inquire about a new student representative.

II.   Discussion/ Action

a. Review & Approve minutes

i. Andrei provided the committee with a handout listing the current MIS project and task. He reviewed and gave updates of each project.

b. Current Projects Update

i. David Simmons gave an update on the **Audio Visual Upgrade** in the Math / Science and Vo-Tech building. Training for faculty on these upgrades was also discussed. It was

suggested that for Division 2 the next Division meeting would be held in one of the labs and David would provide training to the faculty at that time. We would also make sure Celia Valdez and Josie Mays are a part of that training as well. Once faculty have been trained they can assist and train other faculty.

One of the other projects discussed in detail was the **WEBCRD project** for online submission of printing jobs. The committee discussed the benefits of having printing jobs directed to the print shop, and the convenience this new system would provide. **Window10** has been deployed in the labs VT 124, 126, and 127. Andrei talked about the surplus of e-waste on campus is 90% complete. Other projects discussed in detail with the committee were:

- **Deans laptop rollout**
- **Molina project delay**
- **Employee campus-wide copy codes**
  - **Will provide accountability of any excessive usage**
- **Phones in each classroom on campus**
  - **For emergencies / safety**

c. **Technology Master Plan Timeline**
   i. Andrei talked about the Technology Master Plan with the committee. Asked for volunteers from the committee to assist in reviewing the draft that due to be submitted on November 1st. There was some discussion about the Technology Master Plan and committee members R. Murray, D. Simmons, D. Maruyama, and A. Valdry, volunteered to review the draft.

III.   Other Items

a. **Comments/ Recommendations**
   i. For the purpose of the Technology Committee web page, the committee will develop a mission statement at next month's meeting.

b. **Next Meeting Scheduled**
   i. The next meeting is scheduled for Wednesday, October 19, 2016 from 3:00-4:00pm in the MIS conference room.