

NORCO COLLEGE

Technology Committee Meeting

March 18, 2021

2pm-3pm

<https://cccconfer.zoom.us/meeting/register/tJYqcu2trDlvGtLLk-oMs-XW3dOWuvZ8ZZF>

Minutes

Members Present: Ruth Leal (Co-Chair), David Schlanger (Co-Chair), Mitzi Sloniger, Janet Frewing, Suzie Schepler, Lenny Riley, Farshid Mirzaei, James Finley, Mike Angeles, Gerlene Ariel Aquino (ASNC), and Ryan Snyder (ASNC), Damon Nance

Members Absent: None

Guests: Ricardo Aguilera, Jason Caceres, Dan Lambros

1. Consent Calendar

- a. February 18, 2021 Minutes E-Vote

2. Technology Plan – Ruth Leal

- a. 2019-2025 Technology Plan and Goals Report
 - i. No report.
- b. Lynda/LinkedIn Learning Status Update
 - i. Committee discussed removing the reference to Lynda.com since the college community should be aware by now of the transition and that LinkedIn Learning has stopped promoting the transition in their marketing materials. David Schlanger gave an update. One of the big changes is that college employees have access to LinkedIn Learning through the Vision Resource Center as any employee of the California Community Colleges. With the IE Desert Regional Consortium, this access also includes students, which means we now have the ability to interact and engage with students with LinkedIn Learning. So now a faculty member now could pull a link from LinkedIn Learning and could make it available to students or put it in your Canvas shell and students can now click on it and access that content directly. Goal is to maintain access because we can actually integrate it into our courses and use it as supplemental materials to help their learning. David demonstrated how faculty could incorporate LinkedIn Learning videos into their Canvas shells. Student representatives asked for a flyer to share with students and to use for promoting it at ICC meetings. A flyer and video has been posted to the college's social media accounts and will be shared with the student representatives. David updated the committee about renewing

the license for LinkedIn Learning and that at the moment it's pending. The IE Desert Regional Consortium has been sent a contract for a two year renewal and if that gets signed then we'll continue to have this full access. David showed the committee the easy steps to access LinkedIn Learning through the website, norcollege.edu/linkedinlearning, as well as Office 365.

c. Technology Budget Priorities

- i. The committee reviewed the draft document and discussed the recommendation from TSS to move from desktops to laptops and adding reasoning. Some reasons were the flexibility for faculty to use the laptops in their office, with a docking station, or in the classroom and the ability to take it home. This flexibility would be a benefit to staff as well. With possibly having the option to connect to external monitors as well. Disadvantages would be the keyboard is often found more difficult to use, the cost is higher than a desktop, limited physical space may limit graphic abilities which could impact CAD based applications, cannot be upgrades, and are prone to damage without repair options. See attached Pros and Cons report for full details. Suggestion was to put a docking station in the classroom at the lectern so that the faculty can bring in their laptop to use, giving them their documents and programs to use while teaching. TSS reported that the cost of the laptop is higher than the desktop and that some individuals based on need will require a higher end laptop or Mac. Some workstations would need to keep a desktop such as shared front counter computers. TSS recommends to provide the option of laptops on a case-by-case basis depending on work situation. Notations could be made on the inventories so that when the refresh takes place it would reflect whether it is a desktop or laptop. Suggestion was to note ergonomics consideration and the need for the items needed to provide an ergonomic station with a laptop.

d. Technology Prioritization Lists

- i. The committee is finishing up gathering the information from the requesters in order to complete the request list. Once finished, the lists will be sent via email to the committee members for prioritization using the rubric. Drop-in sessions will be available for questions or assistance with prioritization. E-vote will be conducted to approve the lists before sending to ISPC. The committee reviewed the documents and how to provide the points.

e. Technology Committee Charter

- i. As part of the new strategic planning process that was approved at the Committee of the Whole meeting, all councils and committees must complete charters. The co-chairs will work on a draft charter and send it out via email to the group for input. The draft will be brought back to the next meeting for approval. It needs to go to BFPC and then ISPC.

3. Technology Report

a. Software & Website – Leonard Riley

- i. Lenny gave a report about several new webpages on the college's website including a 30th Anniversary site, new College Virtual Tour (coming soon), Future Veterans Resource Center page update, new Governing Resources page, and a new Steps to Enroll page in Spanish. See attached report for details.

b. TSS & IMC Update – Michael Angeles/Dan Lambros

- i. Michael reported that TSS had prepped and setup 170 new student laptops as well as reimaged 143 returned student laptops for Spring Semester, delivered to LRC. TSS prepped ST200 laptop cart for Anatomy and assisted instructors in preparation of IT106 Music lab, AT119 Electronics lab. Items in progress are reimaging student laptops, faculty laptops and docking stations. See attached report for full details.
- ii. Dan reported that IMC has worked on a Classroom/Essential Labs A/V replacement plan and adding video streaming. Currently in the design phase is Theater 101, ITEC 117, ST 203, and HUM 208. CSS 217 has had the defective projector replaced and the interactive display is on hold. See attached report for full details.

4. ITSC Update

- a. ERP implementation is still ongoing and almost ready to be utilized this fall. The training still ongoing and they're showing a lot of the staff on how to utilize it. The council is focused on dealing with cyber security and security for the district. IT is implementing more security measure and precautions for the district.

5. Open Forum

Next meeting will be April 8, 2021 via Zoom