Citrus Campuswide Information Technology Committee

CITC Meeting Notes  January 13, 2009  Library Conference Room A

Members Present
Linda Welz - Chair
Leigh Buchwald  Marcy Morris
Paula Green  Gerhard Peters
Lari Kirby  Jim Pierce
Lan Hao  Debbie Vanschoelandt

Handouts
- S.W.O.T. Responses
- S.W.O.T. Form listing External/Internal
- Upcoming Meetings

Call to Order
Linda Welz opened the meeting.

Notes from the discussion of the S.W.O.T. Responses
Actions of tasks we can do for technology to meet the college’s needs. An example is in Community Ed there are a lot of opportunities to manage their data – threat – there is a product that can help.

All Leverage

Strengths
Students able to work online
Students looking for online resources & access
Web presents blackboard etc
Software
Leverage – provide more resources for student

Opportunities
Growing demand for online content/access

Creative marketing
Google ads was suggested
Opportunity for outside
Team with blackboard
30 second ad on TV
Online (opportunity) – online access sources here that lend them to creative marketing
Secondlife
Facebook
My Space
We still have an expanding infrastructure that is supporting external CNEC opportunities from Chancellor’s Office
CNET is a non-profit corp providing for SCU and UC all get on to CNEC – private network
High speed networking in the testing stage

Still need training opportunities strength outside – still need market courses inside

Smart Classes and UTube – Gerhard uses it a lot hear it in the morning on the news and be able to show it to the students that day

Blocking My Space and Facebook were discussed

Paula suggested categories making innovative graphic improvements – prepare students for innovative market
What students will need – virtual desktops will need policies for that – will discuss at the next meeting.

Weakness – what do we need to to strengthen?
Online services need to be more available
   Keep the web site up and running (we are actually very good at this only 45 minutes down in past year)
   Down to much – increase
Communication – example - distance ed instructors
New platform will give us more options – install it in March
Website will be used more and more such as portals, etc.
Need more redundancy – takes money
We are working on new equipment that is more reliable
Air Conditioner in server room went down – infrastructure weak
Network – there was time when our provider was down – major outage
Network – small time – when they have to apply a patch
Network – it will be a lot of money to go to the next step

Innovative – making rapid improvements in technology – Tech staffing – Tech funding
Weakness – lack of staffing – don’t have a dedicated trainer – technology training
We have lots of stuff, but we don’t have anyone out there showing them how to use it – adjunct faculty esp.
Flex Day – technology – last time not many attended

Working on...
Interface to link Banner and Blackboard – link to Banner and CurricUNET
Policies and procedures
Bookstore more connected
CI Tracker – working with a few instructors to access their student hours in development stage
CI Tracker – when it is working it will be sent out to everyone
Lari said it should come from the top to encourage faculty to go to training, seminar, resources available, etc.
Online classes podcasting – creative marketing
More video conferencing equipment
Scheduling of classes – example no classes on Fridays

Threats & Problems
Budget cuts – prioritize what and how it is spent
We have to report more & more data to the Chancellor’s office – integrated other offices
Governance interference
Archiving – that is centrally located – be ready for it – email is coming
Infrastructure and natural disaster
Need to keep Security up at all times on network and off sites
Availability of computers in the labs – budget cuts – how the labs are used

CITC Meeting Minutes
Threats & Strengths
Constantly changing software
Budget – expand our infrastructure to keep us strong
TeCS staff training
Mentor meeting – technology – DSPS – online training – wingspan
Bootcamp
Division meetings – also need people to do it
Online we have basic accessibility – sec. 508 – Nancy Martin
PDF not accessible
Network – it won’t be perfect – upgrading buildings is needed by the time the new building is built

Upcoming
February we will be back to the policy and administrative procedures.
March and April the committee will get back to working on the S.W.O.T.

Adjourn
The meeting adjourned at 3:45 p.m.

The next meeting is **February 10, 2009 at 2:30 in AD 206.**