



HARTNELL COLLEGE

**Technology Development Council Minutes
January 29, 2020 3:00 – 5:00, E-112**

MEMBERS

Name	Representing	Present	Absent
Dave Phillips	Administration (P) – VP of ITR (Chair)	X	
Carla Johnson	Administration (P) - Dean of Student Affairs		X
Bala Kappagantula	Administration (P) – Director of ITR	X	
Mostafa Ghous	Administration (P) - Dean of South County Educational Services		X
Matthew Trengove	Administration - Director of Institutional Research	X	
Deborah Stephens	Academic Senate – Faculty, Librarian (Co-Chair)	X	
Rosser Panggat	Academic Senate – Faculty, Biology	X	
Elizabeth Morales	Academic Senate – Faculty, Computer Lab	X	
Brian Palmer	Academic Senate – Faculty, Math	X	
Nancy Wheat	Academic Senate – Faculty, Biology	X	
Jessica Green	CSEA	X	
Remel Gloria	Associated Students of Hartnell College	X	X
Stephen Otero	CSEA		X
David Techaira	Classified Manager - Controller	X	
Kenneth Stuart	L-39 – Custodian, Maintenance & Operations		X

Others

Name	Title or Representing

CALL TO ORDER & INTRODUCTIONS

Deborah Stephens

Deborah called to order.

HARTNELL COLLEGE VISION STATEMENT

Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.

HARTNELL COLLEGE MISSION STATEMENT

Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.

ACTION ITEMS

1. Minutes from November 20, 2019
Motion made by David T., seconded by Jessica

Deborah Stephens

AREA REPORTS / REQUESTS / QUESTIONS

1. Students Student Reps
 - a. Week of welcome – assisting students –where, how, etc. lunch today, first government meeting tomorrow
 - b. Jan. 21st – Ellucian Go marketing day put on by Augustine – contest
 - c. Student planner and mobile app is being used a lot
 - d. Students – no way to search for sections – will happen – have been working with Carla on timeline

2. Faculty Faculty Reps
 - a. E-213 many computers not working, and E-211 and E-213 – Word and Powerpoint – inserting images makes it hang
 - b. Ticket system error
 - c. STEM laptops – pile of them not working – biology prep room
 - d. All computers on campus need upgrading to Windows 10
 - e. Typing program Gregg stopped working several times – looking for new software – freezes and slow on virtuals
 - f. Schedule comments don't come up on the mobile app. The mobile app calls the web version of the planner. Enhancement request has been placed. Bala asked to make this a priority.
 - g. R problem – new version - base R versions change. TI-84 graphing calculator. It is on the tables in S-129 – would like it in S-132.
 - h. Complete automation of Alma
 - i. RFID gates in library – still won't record book name passing through gate
3. Staff
 - a. Will ASTRA scheduling system be upgraded? The calendar feature is functioning properly
4. Functional areas
 - a. Teaching in N building has been challenge this semester. WiFi and projector issues have been happening everyday. No update from ITR on permanent resolution
 - b. The College needs to have additional instructional technology support. Also accessibility specialist for website and faculty content. Also need to hire additional IT staff to travel between centers and campuses, night classes and odd-shift classes
 - c. Inquiry about TV's in B building. Are they functional? We can use them to put up flyers, announcements and deadlines

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- d. ITR should resume newsletter to communicate about upcoming projects, maintenance windows and tech tips
 - e. Payroll is rolling out Web time entry
5. Subcommittee Reports
- a. Online Services Committee - Scott is working with Admissions and Records team to work on website navigation
 - b. Data Analytics and Reporting Team – Next meeting in march. Bringing things into alignment regarding reports with IT and IR. AB-705 impact on campus – the success is good, Dave disagreed on the numbers. Next meeting is February. Loss of data analyst. Focus on alignment – OneNote becoming hard to look at, MIS classifications, review graduates – duplicate records cleanup. Identify missed dates for graduate dates
 - c. Advisory Research Group - Tabled

INFORMATION / DISCUSSION / PRESENTATIONS

- 1. Update was given on Network upgrade – wired and wireless done, now in optimization phase
- 2. Tech Plan Ideas were given:
 - Student tech center
 - Security cameras location apps
 - Panic buttings
 - Blackboard ally + staff to run it
 - IT security professional
 - Instructional technologist
 - More IT staff
 - IT staff for main campus and new centers
 - Move to 3 year instead of 5 for computer replacement

OTHER ITEMS / BRIEF ANNOUNCEMENTS

- 1. Announcements

None

- 3. Next Meeting Date is January 26, 2020

ADJOURNMENT 5:05

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