Technology Development Council Minutes
February 23, 2022 3:00 – 5:00

Name	Representing	Present	Absent
Bala Kappagantula	Administration (P) – Interim VP of ITR (Chair)	X	
Sharon Albert	Administration (P) - Interim Dean of STEM	X	
Mayra Almodovar	Academic Senate – Faculty, ECE	X	
Diane Harley	Academic Senate – Faculty, ESL/English	X	
Carol Hobson	Distance Education Coordinator	X	
Carla Johnson	Administration (P) - Dean of Student Affairs	X	
Elizabeth Morales	Academic Senate – Faculty, Computer Lab	X	
David Orta	ASHC - Student	X	
Nicholas Pasquale	Academic Senate – Faculty, Math		X
Deborah Stephens	Academic Senate – Faculty, Librarian (Co-Chair)	X	
David Techaira	Classified Manager - Accounting Manager	X	
Ana Valles	CSEA – Technician (Financial Aid)	X	
Cecilia Vazquez	CSEA – Financial Aid Specialist	X	
Nancy Wheat	Academic Senate – Faculty, Biology	X	

Call to Order & Introductions
Agenda approved, MSC
Minutes from December 8, 2021 approved, MSC
Information / Discussion / Presentations
1. New Centers/Buildings IT update:
    a. Castroville Center – 54 computers in computer lab, AT&T installed fiber, all technology is ready and tested. Chromebook cart for center to loan to students, waiting for permanent hire to manage loans.
    b. Soledad Center – student success center. Chromebook cart for center to loan to students, waiting for permanent hire.
    c. Nursing Building – moved staff and equipped new classrooms, using SIMCapture to record simulations in briefing room, multiple cameras and microphones for remote students to participate in simulations
2. Library Lockers
   The library will be purchasing lockers for each of the four centers to enable students to request library items from main campus. The system will integrate (via API) with our existing library management system.
Area Reports / Requests / Questions

1. Students –ASHC has been trying to get focus on coordination for meetings, need upgraded conference call equipment, or training to use existing technology. Would like someone to lead a workshop on best practices for running a hybrid meeting. Email sent last semester regarding equipment. Bala will work with Augustine to get equipment set up. Currently no trainers for students, but Bala will check into resources available
2. Faculty - Mayra is teaching in Soledad, classroom (111) has two projectors, but only one works. Bala will follow up with Alisal/Soledad technician. Carol – what is happening with Cidilabs? Laura Otero is leaving; Bala will check with her on status. Process in place for getting courses into Course Finder. Extract is scheduled (once per day) and should be sending, but Hartnell courses don't show up. Carla asked if it's affected by the financial aid piece not being set up, but courses should show up regardless. Super Glue (exchange and cross-enrollment) is on work plan from Core Team. Must get Ethos identity service – required by Super Glue. State funding for Canvas Studio lapses after June 2022; can Hartnell cover? Bala will meet with Dr. Wilkinson and Dean Joy Cowden for funding from Academic Affairs. Can get pricing from STAC. Technology Master Plan – waiting for new leadership to provide input, so suspend work for now. Elizabeth – having trouble logging in to Elumen using Chrome; works from off-campus but not using virtual or on-campus. Waiting to hear back from company. Diane – student dropped on Monday, wants to re-enroll on Tuesday. No records for her show in Canvas; needs to see records to decide if she should be reinstated. Bala will research in Canvas community to see if there's a better solution for faculty to see records without reactivating.
3. Staff - none
4. Functional Areas (Student Affairs, Academic Affairs, Admin. Services) – Carla - Ed Planner – can no longer see unofficial transcript. Bala will check with curriculum and scheduling to see what changed. Sharon – two-year course rotations are due, can faculty edit course mapping on meta major pages? Counseling must review any edits, in process of creating a group to work with faculty to update maps. Counselors will be making edits. IELM funds that were awarded, some items are repeated on PPA lists. Can the authorized items be spent with supplied GL accounts? David T. says proceed with purchasing as GL accounts have been assigned. Not every item is on both lists. Very helpful to have Daniel work with them through the bid process for new equipment, but are other people aware of how to get help? Is it spelled out who to go to for bids? Business Office will help with RFPs. Process needs to publicized so that funds can be spent in timely manner.
5. Subcommittee Reports
   a. Online Services Committee – haven't met in spring. Will meet in March.

Announcements
Adjournment
Next Meeting: March 23, 2022 (via Zoom)