# BERKELEY CITY COLLEGE – TECHNOLOGY COMMITTEE

## MINUTES for the Meeting of Wednesday, March 12, 2014

## 12:30 – 1:30 PM, 5th Floor Conference Room

ATTENDEES: Antonio Barreiro, Fábian Banga, Justin Hoffman, Susan Truong, Leonard Chung, Josh Boatright, Hannah Chauvet, Loretta Newsom, James Wilton (ASBCC rep), Roberto Gonzalez, Brian Gibbs, Windy Franklin, Theresa Rumjahn

CO-CHAIRS: Antonio Barreiro, Fábian Banga, Roberto Gonzalez

## DISCUSSION OF AGENDA ITEMS:

1. **Call to order (12:34 PM)**
   1. Antonio Barreiro said the agenda items are mostly reporting, but we will have time at the end for discussion.
2. **Review and Approval of Agenda** 
   1. Postponed.
3. **District Tech Committee Update** 
   1. Antonio Barreiro said there were two main items to report on regarding the DTC budget update.
   2. First, IT budgeting will have a more strategic focus in which 3-5 years of spending history from the colleges will be used to craft the budget plan. The budget plan will be used to make decisions about what things are the colleges’ responsibilities and what parts are the District’s responsibilities. Colleges will not have a stand-alone budget line.
   3. Second, the remaining District funds to be allocated to the campuses (from General Funds) for the technology priorities that we developed and requested last year, are basically gone. Fabián Banga said there was a mistake in the budget reconciliation at the District level (about $4 million), and this absorbed the discretionary monies that were to be used for the campus technology priorities. The DTC requested a memo about what happened but they have not gotten it yet, so they will ask the PBC to respond about what happened to the money.
   4. The new District IT Coordinator (Michael Deakino) understands the issues at the campus level. For example, he sees the network responsibility at the local level is to keep the technology running and the District would be responsible for the overall backbone.
   5. There was discussion about the scope of “strategic” focus. Does it have a fiscal basis? Will it involve a streamlining process at the District level? How will it affect the colleges across the board? How can we be sure that requests from the colleges are addressed at the District level? It was further discussed that the APUs are extremely important at this time and BCC will have these done for our campus on time, for both accreditation as well as budget allocations at the District level. Allocations are likely to be based on percentages, so Laney will get the larger share.
   6. Gmail – The District needs to hire someone to manage a move to Gmail. They have no plans in the near future to hire someone.
   7. Roberto Gonzalez asked if a classified representative from BCC was appointed to the DTC, as indicated by May Chen several months ago. Vincent Koo attended for a while on Lilia Celhay’s behalf.
   8. HelpDesk/Footprints – Within the next two weeks the District is implementing the Footprints helpdesk system to be used by all campuses. Faculty and staff from the campuses can submit a ticket for help, and the ticket will be routed to the appropriate IT staff either at the local campus or at the District. The ticket has a number that can be tracked, and the requester can follow its progress to find out where they are in line for help and who is helping them (i.e. District or local campus). This will help assess trouble areas in need of review or work. It will also help reduce duplicate requests for help and the IT staff time needed to make log entries. At BCC, this could mean one ticket to repair a projector in a certain classroom instead of 8 consecutive requests from instructors using the same room.
4. **APU Technology Requests Update**
   1. The APU reviews for BCC are being consolidated into one report by Catalina Herrera. They are being reviewed by everyone and she will make the necessary changes.
5. **South Campus Update**
   1. There have been delays in equipment deliveries so this has delayed equipment installation at South Campus. We expect full installation for the Fall 2014 semester.
   2. Only one floor has wireless networking. The computers for classrooms have not been delivered yet. Vincent Koo provided more details.
6. **BCC Wireless Network Update** 
   1. Certain parts of the building are good, but there are bandwidth issues.
   2. There is much discussion at the District about who is responsible for what. Michael Deakino (District IT Coordinator) agrees that more robust wireless is needed at all the campuses. He says the District IT should be responsible for the wireless infrastructure on the campuses, and the campus IT should be responsible for making sure the equipment is working and the power is supplied. This will be a lengthy transition until we get the network infrastructure in place, but the high need, high urgency projects should be taken care of first (such as South Campus).
   3. James Wilton said there was a new petition going out among students to request better cell reception in the BCC main building. Antonio Barriero said to just come talk to staff, that we are in agreement. He said we are subject to AT&T’s commercial towers in the downtown area, although we were recently notified that they just launched a new effort to increase repeaters and towers in this area. Fabián Banga said our wifi is open so anybody can use it. At UC Berkeley, they created Calnet which is a private network – students login using their ID, and they have high speed. BCC does not have the resources to set something like this up.
7. **Lynda.com** 
   1. Justin Hoffman recommended that BCC purchase a school-wide subscription to Lynda.com (based in Carpinteria) for its online video tutorial platform. Students, faculty and staff would have access to a wide variety of rich video tutorials at all learning levels at any time of the day, such as media arts, business, excel, word, and much more. There are over 4,000 videos on 300 – 400 topics, and many are multilingual. A 3-year subscription would drive down the price. Tutorials could be used like a flipped classroom: 5 minutes of tutorial or 2 chapters, then come to class for lecture. It would be $20,000 for the whole campus, but cheaper District wide.
   2. There was discussion about how this compared with Khan Academy, if this could be incorporated into Moodle, if it is in the department APU, and response from other departments about its use. James Wilton said he feels it has some of the best tutorials; Khan is not so good; if we can give them data usage based on end of year surveys, they might want to partner with us. It was suggested that this get put on the Ed Committee agenda and discussed there.
8. **Meeting Adjourns (1:23 PM)**

*(Minutes taken by Theresa Rumjahn)*

**Handouts at the Meeting:**

* Agenda