2018-2021

Berkeley City College (BCC) Technology Plan

Three-Year Plan (2018-2021)

Created by the
Berkeley City College (BCC)
Technology Committee

Table of Contents

I. Berkeley City College (BCC) Technology Plan: Purpose and Vision

Purpose of BCC Technology Plan:

The Berkeley City College (BCC) Technology Plan functions as a guide to the allocation and use of technology resources at BCC to support student learning and institutional effectiveness. The purpose of the plan is to further the mission, vision and strategic directions of the College, as outlined in BCC's multi-year Education Master Plan, and to align College technology goals with District technology goals.

Alignment with Berkeley City College Mission:

The BCC Technology Plan supports and aligns with the College's mission, which was re-approved by the Peralta Community College District (PCCD) Board of Trustees on October 7, 2014:

> *Berkeley City College's mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives.*

BCC's Mission Statement defines the institution's broad educational purposes, its intended student population, and its commitment to achieving student learning. The College is committed to using its technology resources to support student learning programs and services and to improve overall institutional effectiveness.

Vision for the BCC Technology Plan:

To support the College's educational mission, the BCC Technology Plan outlines the following vision for the use of technology at the College:

> *Berkeley City College (BCC) uses technology to support teaching and learning, enhance student access to educational opportunities, personalize student services, and provide effective administrative processes to meet the changing needs of the college community. To this end, BCC agrees to the following practices:*
>
> a. *BCC commits to enhancing the operation and effectiveness of the institution through technological services, professional support, facilities, hardware upgrades and software updates.*
> b. *BCC provides quality training in the effective application of its information technology to students and personnel.*
> c. *BCC systematically plans, acquires, maintains, and upgrades or replaces technology infrastructure and equipment to meet institutional needs.*
> d. *BCC distributes and utilizes technology resources to support the development, maintenance, and enhancement of its programs and services.*

Scope of the Technology Plan:

The BCC Technology Plan has been developed within the context of the District's technology initiatives and addresses the following technology needs and functions at the College: audio-visual, software, hardware, telephone services, computer lab equipment and support, distance education, instructive technology, and assistive technology. These areas of need have been identified through BCC's annual and strategic planning efforts, as well as through an environmental scan commissioned by the District.

II. Integration with Institutional Planning

The Berkeley City College (BCC) Technology Plan is an essential part of the College's integrated institutional planning process. The plan is developed by the College's Technology Committee, a shared governance committee of faculty, staff, and administrators who meet regularly to identify key issues related to technology deployment and review and make recommendations about the allocation of campus technological resources, based on institutional assessments and identified needs that have emerged out of the college-wide annual planning process.

The BCC Technology Plan provides a roadmap for addressing technology project prioritization, as well as key issues in the deployment of technology in the College's instructional, student services, and administrative units. Each year, as part of its annual institutional planning process, BCC's Technology Committee and other shared governance committees engage in a dialogue about campus technology needs, using the Technology Plan as a guide for making recommendations.

BCC utilizes Student Learning Outcomes (SLOs) and Institutional Learning Outcomes (ILOs), along with the prioritized needs identified in the Annual Program Updates (APUs) and Program Review submitted by each department, division, and unit to:

1. Assess and prioritize needs for technology updates, upgrades, and expansions, and the phase out of obsolete equipment/hardware and software;
2. Identify and evaluate funding sources at the college and district level, as well as local, state, regional, and national opportunities, and, as funds are secured, allocate funds to implement strategies that reflect the vision of and accomplish BCC's technology objectives;
3. Support the technology staffing plan through staff development training so that BCC's IT personnel are well-trained to implement and support new technologies at the College and BCC faculty and staff are trained to use technology effectively to support student learning and maximize institutional effectiveness.

In addition to this annual assessment of technology needs, the Technology Plan is formally reviewed and updated by the Technology Committee every three years, in conjunction with the updating of the College's Education Master Plan. The 2015-2018 three-year plan, for example, was initially developed in 2014. The Technology Plan, therefore, reflects the strategic directions outlined in the college's long-range strategic plan, as well as the short-term technology priorities identified through the college's most recent annual intuitional planning process. This current three-year plan (2018-2021), reflects an update of the 2015-2018 Technology Plan

The current Technology Plan was distributed at various participatory governance committee meetings at the college-level and has been vetted by these groups. BCC Technology Committee members also sit on the District Technology Committee and have worked closely with the District to make sure that BCC's Technology Plan is aligned with the overall Peralta Community College District Technology Plan.

III. Guiding Principles

The following guiding principles provide an overall direction for the goals, strategies, and implementation of the Berkeley City College (BCC) Technology Action Plan. The successful application of technology at BCC will:

- integrate instruction, student services, business, and other BCC functions;
- integrate technology planning, budget, and expenditures;
- sustain continuous institutional effectiveness;
- foster student learning and success;
- consider ease-of-use and security before adoption;
- encourage creativity and innovation, along with efficiencies and sharing of resources;
- commit to universal design with respect to accessibility for persons with disabilities;
- include collaborative input for decision-making;
- address staffing needs to match college technology infrastructure;
- integrate with college plans and program reviews;
- evaluate progress on an ongoing basis; and
- support the College mission.

IV. Overview of BCC Technology Plan Components: Goals and Action Plans

The BCC Technology Plan addresses the College's technology needs and plans in five specific areas:

A. Access: Provide secure computer and internet access to learning resources and support services.

B. Instructional Technology: Support the success of all students through the development of instructional and student services technologies, including the delivery of instructional media.

C. Campus Computer Systems: Improve technology systems to increase institutional efficiencies and provide long-term support for campus computing needs.

D. Network Infrastructure: Upgrade and maintain the network infrastructure to support comprehensive wireless, voice, video, and data communications.

E. Technology Support: Provide ongoing training and technology support services including Canvas and website training, to meet the needs of students, faculty, staff, and managers.

The following section outlines the goals and action plans for each of these areas. In addition, because the College's Technology Plan takes place within the larger framework of the District Technology Plan, for each BCC goal and action plan the College's Technology Committee has indicated which items are the primary responsibility of the District, which are the primary responsibility of BCC, and which are areas of shared responsibility.

A. **Access: Provide secure computer and internet access to learning resources and support services.**

Goals:

The BCC Technology Committee has identified five categories of goals under the area of Access:

1. Identity Management (District):
   - Develop and implement a user account system that requires students to individually log into Peralta network resources such as lab computers, library databases, and all other publicly accessible computers.
   - Conduct college business using Peralta user accounts, rather than personal email.

2. Computer Lab Operations (BCC):
   - Develop college standards to adequately staff and support current and future proposed student computer labs, including high tech lab for persons with disabilities.

3. Computer Lab Hardware and Software (BCC):
   - Conduct ongoing evaluations of the adequacy of student computer lab hardware and software (done every year when the Technology Committee works on requests from program reviews) to meet the needs of instructional programs.
   - Develop, update, and upgrade to provide accommodations and assistance to students with disabilities, ensuring equal and timely access to college programs and services while facilitating achievement of their educational goals.

4. Online and Hybrid Courses and Programs (shared with District):
   - Increase and improve computer and internet access for students, faculty, and staff on campus, providing technical infrastructure and support.

5. Online Learning and Support Services (shared with District):
   - Provide enhanced and expanded online access to learning resources and student support services to assure equitable access and meet identified student needs, including fully utilizing SARS functions, counseling, tutoring, library, etc.
   - Ensure that online/hybrid students have capability of providing feedback on classes and services provided.

Action Plans:

Identity Management:
The District is currently working on the implementation of a single access portal which will simplify authentication for eligible campus users. By creating a secure automatic connection, users will only login once. This unified and simplified authentication process and the encryption of wireless data traffic will improve security and confidentiality for data being transmitted wirelessly. The new streamlined authentication process will also enhance services in areas such as the district-wide student information system, distance education, and library databases.

In addition to working on implementing a new single portal authentication process, the District is also planning to have all colleges migrate to a Google gmail. Once implemented, this will create a new interaction paradigm by offering the possibility of using Google apps for education.

Computer Lab Operations, Hardware, and Software:
The BCC Technology Committee is currently working on a set of standards and rubrics for the College to use to effectively assess staffing levels and hardware and software needs for BCC's current and future computer labs. This evaluation process will be modeled on the process currently used in the College's Annual Program Updates (APUs) to prioritize technology requested in both instructional and non-instructional areas. These evaluations, along with APU data and an inventory with identified computer age, will serve as important criteria for ensuring the effective operation of the College's computer labs and prioritizing the planned replacement of lab hardware and software.

Online and Hybrid Courses and Programs, and Online Learning and Support Services:
Distance education is a top priority for Berkeley City College (BCC), given its public access mission. BCC has been a leader in promoting distance education within the Peralta Community College District, developing and online courses. The District has a centralized infrastructure and Board-approved policies and protocols for the delivery of distance education. The District also has a part-time (.50 FTE) Distance Education Coordinator and each of the four Peralta Colleges, including BCC, has its own part-time (.25 FTE) Distance Education Coordinator

Over the last eight years the demand for online courses has grown significantly at BCC and the College has experimented with a variety of formats, from 100% online courses to hybrid courses, to traditional classroom courses that feature some online learning components. The College now offers the most options for fully or partially online courses of all of the Peralta colleges. In spring 2019, for example, 113 online/partially online courses were offered at BCC, an increase of 14 courses from spring 2018 (see Online Course Offerings table below).
Starting Summer 2019 BCC is participating in the CVC OEI initiative to increase CE online offerings . As part of the structure of the grant Faculty will be provided with professional development and assistance in building robust online courses with supported assistance from an instructional designer. This will result in more CE courses to be offered online.

Online or Partially Online Courses Offered by BCC					
Term	DE Description	#Classes	Headcount	Enrollment	FTES
FALL 2018	100% online	54	1,318	1,667	176.7
	50% or less online	35	838	912	122.5
	51% or more online	4	34	49	2.5
	FALL 2018 Total	**93**	**2,190**	**2,628**	**301.6**
FALL 2019	100% online	75	1,800	2,307	247.3
	50% or less online	19	491	523	61.6
	51% or more online	3	47	54	5.1
	FALL 2019 Total	**97**	**2,338**	**2,884**	**314.1**
SPRING 2018	100% online	59	1,508	1,834	193.7
	50% or less online	34	873	929	126.8

	51% or more online	6	161	169	17.5
	SPRING 2018 Total	**99**	**2,542**	**2,932**	**338.0**
SPRING 2019	100% online	83	2,081	2,655	279.9
	50% or less online	25	643	688	91.4
	51% or more online	5	133	133	15.8
	SPRING 2019 Total	**113**	**2,857**	**3,476**	**387.1**

As BCC continues to implement Distance Education, student retention has been a key concern, as initial research in the field suggests that online students, particularly educationally disadvantaged students, perform more poorly than their peers in traditional classes. Recent BCC student success data shows, however, that the gap between retention rates for online students and non-online students is actually closing at BCC. In 2017-18, for example, the overall BCC student retention rate for all classes was 70%. Retention rates for students in BCC online courses ranged from 76% (100% online) to 84% (51% or more online).

> Over the next three years, BCC has three objectives for its Distance Education component:
> 1) to continue to offer and expand a variety of online and partially online course options for BCC students;
>
> 2) to continue to monitor retention and success rates for online students, as compared to the general BCC student population; and
>
> 3) to work with the District to develop and implement the District-wide Online Education Initiative currently under discussion in order to provide expanded support services to BCC students participating in online or partially online courses.
>
> The District is also working on offering online counseling activities and other web-based student services, district-wide (note: some student services, such as e-counseling and tutoring, are already offered on a limited basis).
>
> The BCC Technology Committee recommends that the College's DE committee group work with the District's Online Education Initiative (OEI) to develop an implementation plan for the District DE classes and programs at both the District and College level. As part of this process, district-wide metrics will be developed to access student performance outcomes and track other related student data.
>
> The District's Online Education Initiative (OEI) is in alignment with the District's overall mission to provide educational leadership by providing "diverse students and communities with equitable access to the educational resources, experiences, and life-long opportunities to meet and exceed their goals." The initiative also supports all five of the District's overarching goals: 1) Advance student access, equity, and success; 2) Engage our communities and partners; 3) Build programs of distinction; 4) Create a culture of innovation and collaboration; and 5) Develop resources to advance and sustain our mission. In addition, the Online Education Initiative addresses the Board- approved District Institutional Outcome D.2: *"Use Technology in Redesign of Educational Experiences: Enable more efficient and deeper student learning and student success through the creative use of technology, particularly through the increased use of online resources and online learning, and document effective practices used at colleges."*

B. Instructional Technology: **Support the success of all students through the development of instructional technologies, including the delivery instructional media.**

Goals:

The Technology Committee has identified three categories of goals for Instructional Technology:

1. Instructor Support (BCC):
   - Continue to provide faculty training, professional development, and support for the development and delivery of instructional technology resources to students on and off-campus.
   - Develop standards for maintaining and upgrading smart classrooms and equipment.

2. Smart Classrooms (shared with District):
   - Complete the installation of updated standardized projectors/players, audio and control systems in all relevant classrooms.
   - Plan and execute an analogue digital upgrade for all outdated AV infrastructure cabling throughout 2050 Center st campus.

Action Plans:

Instructor Support:
The BCC Technology Committee has identified a need, through its ongoing conversations with faculty and staff, for a dedicated support group in the area of classroom and virtual instructional technologies:
   - supporting and managing projects;
   - researching and evaluating new technologies, their efficacy, and creative use; and
   - facilitating and leading workshops and trainings in the area of instructional technology.

Online Lectures and Audio-Visual Equipment:
Currently, audio-visual services staffing is sufficient to meet college needs. In anticipation of the purchase of a new building and BCC's evolution to a true multi-building campus over the next years, staffing will need to be redistributed to ensure support for new facility, including evening and Saturdays.

Smart Classrooms (shared with District):
Finally, the College will continue working with the District to plan, acquire, deploy, and maintain instructional technologies on the BCC campuses. Instructional technologies include: smart classroom instructional station computers and peripherals, controllers, media players, document cameras, projectors and other audio-visual equipment; computer lab student workstation equipment and printers; instructional software and licenses plus a new network monitoring system to add new classrooms.

C. **Campus Computer Systems: Improve computer technology systems to increase institutional efficiencies and provide long-term support for campus computing needs.**

Goals:

The Technology Committee has identified goals in three categories for Campus Computer Systems:

1. <u>Network Application Support (shared with District):</u>
   - Develop standardized procedures for requesting network applications and services.

2. <u>College-Wide Hardware and Software (BCC):</u>
   - Support updates, upgrades, and expansions, including hardware and software in the areas of Instruction, Student Services, Business Office, and the BCC President's Office.
   - Maintain up-to-date computer hardware and software standards for institutional purchasing and support.
   - Replace computers at least once every four to five years to ensure adequate computing resources for students, faculty, staff, and managers.
   - Develop standards to govern the purchasing, installation, and support of office and lab printers.
   - Provide institutional licensing and ongoing funding for widely used software such as office-productivity, online courses, antivirus protection, and website content management.

3. <u>Policies and Procedures (shared with District):</u>
   - Support the continuous improvement and development of policies and procedures for college-wide technology requests, usage, services, and support.

<u>Action Plans:</u>

College-Wide Hardware and Software:
- BCC will continue its policies and procedures for updating, upgrading, and expanding campus hardware and software. The College has already developed a standardized procedure for requesting hardware and software. This consists of a rubric based on student success goals set by the College as part of its annual institutional planning process. The College approves technology updates, upgrades, and expansions, including improvements in hardware and software in the areas of Instruction, Student Services, Business Office, and the President's Office, on an annual basis, based on a review of the Annual Program Update (APU) requests submitted by the various divisions, departments, and units.

- The College replaces computers at least once every three to four years, depending on available budget funds, to ensure adequate computing resources for students, faculty, staff, and managers. The College continues to work with the District on providing institutional licensing and ongoing funding for widely used software, such as office-productivity, antivirus protection, and website content management.

- Furthermore, the College, in collaboration with the District, is investing heavily in reliable and secure open source technologies. There are many reasons for continued investing in these types of technology, such as availability, lower cost, support, and portability. The District-wide Learning Management System-LMS (Canvas) and the BCC website (WordPress), for example, are both open source systems and thus available at

minimum cost, allowing the District and College to allocate its technology budget investments in other areas, as needed.

Policies and Procedures (shared with District):

BCC is committed to continuously improving and developing policies and procedures for college- wide technology requests, usage, services, and support, as needed. The College will continue to work with the District to develop and implement policies and procedures for the effective use and management of technologies for student learning and institutional effectiveness.

D. **Network Infrastructure: Upgrade and maintain the network infrastructure to support comprehensive wireless, voice, video, and data communications.**

The Technology Committee has identified goals in four categories for Network Infrastructure:

1. Wireless Access (shared with the District):
   - Build on the existing wireless infrastructure to implement comprehensive wireless access for students, employees and authorized guests throughout all college locations.

2. Network Management (shared with the District):
   - Implement network management tools to monitor and control all critical network resources.
   - Develop emergency response procedures for network outages or attacks.

3. Network Storage (shared with the District):
   - Create a secure and centralized network storage, backup and recovery services to meet the needs of the College.
   - Develop a data archiving and retrieval process.

4. Disaster Recovery (shared with the District):
   - Continue working with the District on developing a disaster recovery plan to restore access to critical information resources in case of a catastrophic outage.
   - Determine ways to proactively minimize risks.

Action Plans:

Wireless Access:
BCC will continue to work in collaboration with the District to expand the existing wireless infrastructure at its campuses by increasing the coverage and capacity of the campus wireless network to make wireless available on all floors of the Main Campus building and at its satellite campuses. This may involve the conversion of the current wireless network to a new wireless technology and the installation of new wireless access points (WAP) on all BCC campuses. The BCC Technology Committee will monitor the evolution of this type of technology and assess campus services annually.

Network Management:
As discussed in I. Access, under the Identity Management section, BCC will continue to perform an annual assessment of its network, focusing on five areas:

- Availability
- Infrastructure
- Management
- Performance
- Security

The College IT department will continue to deploy current campus-based security measures, while it continues to work with the District to develop stronger and more structured security response. Specifically, the BCC Technology Committee recommends the creation of an Information Security Committee (ISC), a collaborative College-District committee that would study the potential of data and network breaches in order to draft an Information Security Plan (ISP) for both the District and BCC. The ISC would be responsible for the following security-related activities:
- Assessing and analyzing the Peralta's internal security vulnerabilities;
- Developing action plans to overcome any risk or threats;
- Implementing corrective procedures; and
- Conducting monthly Information Security Committee (ISC) meetings to evaluate effectiveness

Network Storage and Disaster Recovery:
Disaster recovery solutions are complex and costly. Traditional disaster recovery plans incorporate intense manual function; complex steps to allocate recovery resources for hardware; operating systems; software configuration; and recovery data for system use. To ensure reliability, organizations often decide to duplicate entire production infrastructures to a remote location. This approach results in continuous maintenance expenses for a secondary infrastructure, although, in the last 5 years, the cost for these types of infrastructures has decreased considerably.

Faced with this issue, the District IT department has proposed the implementation of a comprehensive Disaster Recovery/Business Continuity plan for all of the Peralta colleges (including BCC), which extends the virtualization and server consolidation efforts. This movement will not only allow the District to ensure redundancy of critical systems, such as PeopleSoft, Moodle and WordPress, but it will allow the Peralta colleges to leverage the technology for local initiatives (e.g., the creation of virtual labs or servers for instructional programs).

Full deployment of this solution will ensure the highest level of reliability in the restoring of critical services at any of the four colleges affected by a disaster. In a list of recommended District Technology Committee Goals for 2013-14, the District Technology Committee proposed several district-wide priorities, including: Disaster Recovery/Server Virtualization, Security Administration, and Implementation of a Universal Portal. BCC is joining forces with the District and the other three Peralta colleges in this effort.

Some components of the network storage and disaster recovery plan are already in place. For example, there are already-established backup processes for PeopleSoft, Moodle and the BCC website (note: these last two systems, Canvas and the BCC website, (note: these last two systems, are hosted on remote servers, with backup process in places). However, the College needs a local network storage infrastructure. The BCC Technology Committee has recommended a task force group to explore, identify, and implement solutions to this situation.

E. Technology Support: Provide ongoing training and technology support services to meet the needs of students, faculty, staff, and managers.

The Technology Committee has identified four categories of goals for Technology Support:

Goals:
1. Help Desk (shared with District):
   - Develop a responsive and comprehensive Help Desk that handles all technology support requests in a timely and efficient manner.
   - Provide a canvas support line for students to contact for assistance when logging in

2. Service Level Expectations (BCC):
   - Develop service level expectations to describe realistic support and service levels, based on current staffing levels.

3. Technical Staff and Management (BCC and District):
   - Develop a staffing plan for technical staff and managers to support the complexity and size of the District and its four colleges.

4. Technology Training for Operations and Support (BCC):
   - Provide ongoing training and support in the use of productivity technologies for faculty, staff, and managers.

5. Technology Training for Learning and Instruction (BCC):
   - Provide ongoing training and support in the use of technologies for BCC students, faculty, staff, and managers.

Finally, the BCC Technology Committee seeks to empower a new help infrastructure on campus to streamline many different aspects of campus support. These may include area like Audio Visual, classroom instructional technology, network assistance, PeopleSoft access, website access and maintenance, among other existent and future developments. In the area of service level expectations, the BCC Technology Committee recognizes that the College is currently understaffed in this area, particularly in terms of management positions. The committee recommends exploring the creation of a management position, therefore, in the area of Instructional and Informational Technology. The position should be incorporated into the college-wide staffing plan and requests developed through the College's annual institutional planning process.

Technology Training for Operations, Support, Learning, and Instruction:

Technology training at BCC needs to be improved and expanded upon, according to the recent assessments of the BCC Technology Committee. Currently, the BCC IT department does not have the funding or staff necessary to provide comprehensive training or support in either technology operations or the use of technology to enhance learning and instruction.

If funding becomes available in the future, the BCC Technology committee strongly recommends that the College, in collaboration with District IT department, should provide training to the following groups:
- Internal BCC IT Staff
- BCC faculty

- BCC staff
- BCC students

V. Staffing and Leveraging of Resources

Assessment of staffing levels related to the delivery of campus-based technology services will continue to be done on an annual basis, as part of the College's annual institutional planning and Annual Program Update (APU) and Program Review process. The College will continue to work with the District to identify possible areas for shared staffing related to technology services and to look for opportunities to leverage funding or cost-effectively purchase technology supplies, equipment, and furniture, as needed.

VI. Sustainability Plan

The BCC Technology Program has set the following guidelines to help ensure that campus technology services meet user needs and campus technology resources are maintained, updated, upgraded, and expanded upon as needed:

- Staff and operations computer replacement to be conducted on a five year cycle; general student labs replacement to be conducted on a five year cycle.
- New and expanding labs and technologies to undergo feasibility and sustainability review and college-wide approvals.
- Unique programmatic needs to be funded and supported through individual program review/resource prioritization.
- District responsibilities and relationship with college technology staff and programs to be clarified.

To ensure that the College's Technology Plan is viable and sustainable, the BCC Technology Committee will seek support for the College's technology services and initiatives from technology committee three major funding streams:

1. BCC Annual Budget: The BCC Technology Committee will seek to use general and categorical funds, as appropriate, to underwrite technology costs for the college, as approved through the BCC shared governance and integrated planning processes. BCC assesses its available funding annually and regularly, and utilizes funds to support college-wide needs through the annual program review prioritization cycle.

2. Measure A Funds: BCC will utilize Measure A funds to augment technology based upon the three- year Measure A Expenditure Plan guidelines based on the prioritization technology committee rubric.

3. Other funds: BCC will work with the District Office to identify other funding sources, such as grants to regularly expand, upgrade, and update computer and related technology on campus.

VII. BCC Technology Committee: Responsibilities
PURPOSE:

Reporting directly to the Roundtable, the Technology Committee serves the purpose of the participatory governance decision-making process at BCC. The charge of the Committee is to advise the administration on technology issues regarding:

- Access: Provide secure computer and internet access to learning resources and support services by systematically plans, acquires, maintains, and upgrades or replaces technology and equipment to meet institutional needs.

- Instructional and Student Services Technology: Support the success of all students through the development of instructional and student services technologies, including the delivery of instructional media.

- Campus Computing: Improve technology systems to increase institutional efficiencies and provide long-term support for campus computing needs.

- Network Infrastructure: Upgrade and maintain the network infrastructure to support comprehensive wireless, voice, video, and data communications (shared with District).

- Technology Support: Provide ongoing training and technology support services including website, to meet the needs of students, faculty, staff and managers (shared with District).

- Human and Fiscal Resources: Develop, distribute and utilize resources to support the development, maintenance, and enhancement of its programs and services (shared with District).

- Business Continuity: Ensure technology resources as sufficient to maintain uninterrupted business-critical operations (shared with District).

RECOMMENDS TO: College Roundtable for Planning and Budgeting

FREQUENCY OF MEETINGS: Once per month during the academic year, third Thursday per month.

XI. **BCC Technology Committee: 2018-2021 Membership**

2018-2021 BCC Technology Committee Members

Co-chairs:
- **Rowena M**. Tomaneng - College President
- **Mary Clarke-Miller** – Chair of Chairs Council, Multimedia Arts Representative

Members:
- **Joshua Boatright** – Department Chair, Librarian
- **Felicia Bridges**-- Public Relations Officer; –
- **Elissa Jaw** – DSPS Representative
- **Brenda Johnson** – Dean, Student Support Services
- **Vincent Koo** – Campus Network Coordinator
- **Vacant** - Associated Students of Berkeley City College
- **Siraj Omar, Ph.D.** – Department co-chair, Science; Instructor, Chemistry
- **John Pang** – Supervisor, Business Office

- **Vacant** – Web Specialist
- **Joseph Bay** – Multimedia Services
- **Chris Bernard** – Distance Education Coordinator

Berkeley City College (BCC) Technology Plan