Academic Technology Advisory Committee
Minutes of 3/15/11

Members Present: Scott Callihan, Michael Song, Ivan Clarke, Bill Heffern, Marian Locasio, Bill Loiterman, Dave Humphreys

1.) The meeting was called to order at 3:10 p.m. by Michael Song, co-chair, in the conference room, NEA 187.

2.) The minutes of the meeting of December 14, 2010, were read and approved (Heffern/Callihan) as changed below:

   The purpose of the Academic Technology Advisory Committee is to assess campus computer resources and to develop, and update annually, a three-year comprehensive Technology Master Plan for the coordination of campus-wide computing. Specifically, the committee will:
   - Make recommendations to the College Planning Council *and Academic Senate* on matters relating to the acquisition and use of technology campus wide.
   - Create, and annually update the Los Angeles Harbor College Technology Master Plan and promote, assess, and monitor its implementation.
   - Increase awareness among the college community through a technology Website of what is going on in the IT realm.
   - Promote the use of computers and other technology on campus. Make recommendations for technology training for faculty and staff development.
   - Develop recommendations *for prioritization of* support staff, training and access to computer resources and laboratories.
   - Identify specific academic technology needs as they arise across the campus in order to be in a position to provide support or modify equipment or infrastructure.
   - Recommend procedures for the *acquisition*, operation, *and* repair of technology resources.

3.) Ivan Clarke reported on the progress of the student email pilot at LAHC and WLAC. Microsoft's selection to provide the email accounts for students has been challenged by Google as having violated the district's acquisition procedures. There are several functionalities at the campus level that do not currently operate. All administrative control resides with the district, which makes it difficult to assist a student when there is a problem. The generation of accounts is done at the district, but that precludes local administrative adjustments.

4.) Ivan Clarke agreed to investigate a generic logon for students who cannot log on to the system because they have not as yet received a student ID number. This has been a problem in many classes as new students are unable to keep up with the class work until they can log on.

5.) The committee began the process of developing the Academic Technology Master Plan. Each member of the committee agreed to take a portion of the plan and write a draft of that section due on March 30, 2011. The assignments are listed below:

Innovation vs. stability/reliability	Scott Callihan
Standardization vs. autonomy/experimentation	Michael Song
Accessibility vs. security/privacy	Ivan Clarke
Consensus vs. efficiency in decision-making	Bill Heffern
Centralization vs. distributed services	Marian Locasio
Proprietary vs. open source	Bill Loiterman
Our Planning Assumptions	Dave Humphreys

6.) The committee also discussed the possibility of identifying so-called "super users" in each division to provide an additional level of support for technology.

7.) The next ATAC meeting is scheduled for April 4th at 1:30. Room is TBA.

8.) The meeting was adjourned at 4:50 p.m.