

TAC Draft Minutes  
November 12, 2013

1. **Call to order** 2 pm

2. **Approval of Agenda** - Approved

3. **Minutes**--The most recent minutes available were for April 2013. Those and any more recent minutes obtained will be presented at the next meeting for approval.

Attending: Ivan Clarke, Co-Chair, Stephanie Atkinson-Alston (Administration), Joan Thomas-Spiegel (Acting Secretary), Son Nguyen, Megan Lange, and David Ching.

Discussion regarding the need for a faculty co-chair as well as overall membership of the committee commenced.

**ACTION ITEM:** Stephanie will send a request for additional members to divisions as well as inviting Title V, Power Users (faculty identified with additional lab access), and Student Services.

Due to a desire to adapt to schedules, the meeting time and day may be changed to Thursday, 12:30-1:30 pm.

4. **IT Director Report**

The college's number 1 priority of hiring a senior computer network support specialist (SCNSS) was denied by the district personnel commission. Ivan suggests that they are in error and that there were some issues overlapping, but not meeting our needs by hiring a data computer specialist as recommended by the commission. Ivan is pursuing our need and will be meeting with President Herzek regarding this issue. Only Harbor and Southwest do not have a SCNSS.

It was commented that the senior position does more than simply the job of DCS with supervision added. Ivan reported that the other district wide IT managers support his view.

The IT help system is underway and should be used. Several projects are also moving forward including putting in new servers, arranging for archived email (over 3 years) to be accessible and more.

In spring the students will pay for print in the library and then it will be rolled out throughout the campus. It will pay for itself including replacement and supplies once it is established.

The redesign of the data center is also progressing and there will be an independent data center in the Student Union building.

There was an announcement to the campus for pricing of special buys on MS Office Pro Plus and Adobe Creative Master Suite.

The suggestion was discussed to arrange a method for students to be made aware of similar opportunities in the future. Perhaps the ASO might develop a webpage and IT could notify the ASO president to add items to that webpage when appropriate.

We do not currently have a web design person per se. Jonathan Lee continues to do an excellent job, but it is in addition to his many other primary duties.

**ACTION ITEM:** The committee plans to discuss this need for a web design person and possible recommendations for the future.

Digital signage going in should have one system that works for all buildings and signage needs.

Ivan requested that the various multimedia carts spread around the campus be inventoried and preferably housed in such a way that they may be checked out. These older systems can supplement rooms without new (or temporarily without working) multimedia capabilities.

## **5. Review of Technological Plan**

**ACTION ITEM:** Coming meetings should include a robust review of the technological plan in anticipation of our college planning efforts from unit plans through to the education master plan and accreditation reports.

## **6. Next Meeting - December 5, Thursday, 12:30 pm-1:30 pm**