Technology Coordinating Committee
Minutes
4/19/07

Present at the meeting are noted in **BOLD** below:

TECHNOLOGY COORDINATING COMMITTEE 2006-2007

Appointees	Alternates	Delegates
Bhvesh Bambhrolia	**William Bromley**	**Frank Bartell**
Jody Bauer	Peter Llewelyn	**Arnold DiBlasi**
SK Calkins	Tim Sullivan	Jae Fisher
Fran DiRosa		Stephen Jones
Ellen Fernberger		Kelley McQuain
Tom Hawk		**Noelia Rivera-Matos**
Sam Hirsch		**Karen Schermerhorn**
Joan Johnson		Betsy Shiland
Jim Spiewak		**Nicole Duncan-Kindard**
		Constance Duaval

AGENDA

I.   Approval of February 2007 Minutes
(Action Item)

Chair Bartell requested that Jody Bauer chair this meeting. Frank lost his voice due to illness.

Jody Bauer opened the meeting by asking committee members to review February 2007 minutes. Minutes were reviewed by committee members and a motion to approve with a second received an affirmative vote with no changes suggested.

II.   New Business

A) Response to previous questions of how to contact IT for assistance or data requests - Bantasks@ccp.edu and BannerIssues@ccp.edu
(Informational Item)

Jody reviewed these two avenues for submitting requests to IT for assistance or Banner data needs. She also distributed a handout (*as attached more detail is contained than in original*) which details the ISS and TSS departments and associated responsibilities within the ITS reorganization structure. Two important email addresses are noted below.

■ bantasks@ccp.edu – email request for Banner reports/information/labels/letters
■ bannerissues@ccp.edu – email requests for Banner concerns and/or issues

B) Acceptable Use Policy Status
(Informational Item)

Jody stated that the IWC approved the policy as submitted and the IWC Chair Pat Scoles has forwarded it to President Curtis for approval. We are awaiting that response.

C) Technology Plan 2007Update
(Informational Item)

The current Technology Plan is ending. A new plan will need development. Jody will keep the TCC updated as progress is made on the development of the next Technology Plan.

D) Current IT Project Status Report
(Informational Item)

RFP 9350 – Phone Switch Replacement
Jody informed the committee that Bill Bromley has been working on an RFP for replacement of the telephone switch. Bidders will be presenting to a selection committee on May 9, 2007. Bill gave an overview of the new capabilities that this switch replacement will bring to the College.

Emergency Response Team
Bill Bromley informed the committee that the Emergency Response Team has been reviewing systems to notify team members incase of College emergencies. This paging system can also broadcast to cell phones and pagers if desired.

Fiber Ring Extension
Bill Bromley informed the committee that College's fiber ring is now complete. Sunesys, a cable vendor, has installed fiber optic cable to all regional centers. The ring also has redundant paths incorporated to ensure up-time of our network systems.

Summer Schedule Change
IT assisted in adjusting class times for the summer schedule. An email and paper schedule went out to students informing them of the change in their summer schedule. Arnold requested that he be informed of the

summer time changes as they may affect the SACC hours. Jody stated she would follow-up with Arnold.

E) Other Business
(Informational Item)

A question from the committee: What is the expected timeline for the move from MyCCP email to GroupWise?

Jody explained that some delays had occurred in the transition of email. Bill is working on this move and a plan will be forth coming to inform faculty of when they will be transitioned.

No other business was presented. The meeting adjourned at 2:45.