Community College *of* Philadelphia

MINUTES
Technology Coordinating Committee
February 15, 2012 2:30 p.m.
B2-26

2011-12 Committee Members Present:

Federation Delegates	
Eva Agbada	
Heidi Braunschweig	P
Steve Jones	
Fran Lukacik	P
Craig Nelson	
Noelia Rivera-Matos	P
Jessica Rossi	P
Melissa St. Pierre	P
Karen Schermerhorn	
Ted Wong	
Administrative Appointees:	
Bhavesh Bambhrolia	
Jody Bauer	
Gary Bixby	P
Bill Bromley	P
SK Calkins	P
Arnold DiBlasi	P
Ellen Fernberger	
Tom Hawk	
Sam Hirsch	
Peter Margolis	P
Alternates Present:	
Ruth Baker (F)	
Frank Bartell (F)	
Susan Hauck (A)	P
Diane Kae (A)	P
Aileen Rollins (A)	
Jocelyn Sirkis (A)	P
Jim Spiewak (A)	

Community College *of* Philadelphia

I. **Call to Order**
Meeting called to order by J. Bauer @ 2:35.

II. **Attendance**
Attendance as noted above – quorum established

III. **Approval of minutes (Action)**
  a. **Approval of January 18, 2011 minutes.**
  b. **Action: A motion with a second to Approve the Minutes of January 18, 2011 <u>made and accepted</u>.**

IV. **New Business**
  a. **R25 Discussion (informational)**
     The College has re-engaged with the implementation of Resource25/Schedule25. This 3rd party application will provide scheduling of academic and college space, a college-wide calendar for events, event scheduling, and more. The goal is to use this product to better utilize space. It is a space optimization tool not an inventory system. R25 does interface with Banner via S25.

     The timeline is: Go Live for Events December 2011 and the Academic Schedule prior to the Summer/Fall 2012 registration cycle. Note that the Summer 2012 will now be a Banner Roll schedule. R25 will be used for Fall 2012.

     The academic scheduling will require a change to a standard day/time schedule for meeting patterns. Currently 1900 distinct meeting patterns exist within our schedule. The goal will also include a revision of the schedule to be in compliance of the required 2250 clock hours meeting time.

     The College will also take advantage of the new Collegenet product, 25Live. This is the piece that will provide calendaring. We will also begin to host this solution; SaaS. As a CLOUD solution, the College will decrease hardware costs.

  b. **MyCCP redesign (informational)**
     SK Calkins asked for volunteers begin a revision of the content. Please direct your willingness to participate to SK via email; skcalkins@ccp.edu.

  c. **Social Media Guidelines (informational)**
     The Professional Development sessions on the new Social Media Guidelines raised questions concerning the AUP revision on the same

Community College *of* Philadelphia

topic. Jody Bauer explained that the Office of Communications developed these guidelines as a separate tool to assist those wishing to use SM. The AUP #307 is the policy.

    d. LMS RFP (informational)
Sue Hauck presented the current desire of FLOAT to move forward with development of an RFP for the Learning Management System. The WebStudy contract will expire this summer. Sue and Peter are working with Purchasing on this effort. During the January Professional Development week, several vendors presented options.

V.   **Old Business (Informational)**
    a. Deletion of MyCourses from previous semesters
The discussion around the previously requested removal of past courses within the MyCourses database was discussed. The process has not be carried out by ITS and Academic Technology is requesting that the procedure be performed. AT also requested the amount of storage space be increase for courses.

It was agreed that this item would be tabled and a review will take place by ITS.

    b. Past Student E-mail addresses
Melissa St. Pierre brought to the table that faculty still cannot access e-mail addresses of past students. SK Calkins will review but stated that it was related to PII and that targeted email requests can be made through 4ITSupprt@ccp.edu. Jody Bauer reminded all that the Student Email Directory was removed many years ago at the request of the College community due to the SPAM issue.

VI.   **Adjournment at 4:08PM**