

**COMMUNITY COLLEGE OF PHILADELPIA
1700 Spring Garden Street, Philadelphia PA 19130**

**TECHNOLOGY COORDINATING COMMITTEE
Meeting Minutes
May 20, 2009
B2-26, 2:30 p.m.**

I. Call To Order

The meeting was called to order at 2:40 p.m. Ms. Bauer chaired the meeting.

II. Attendance

Committee members present: Jody Bauer, Gary Bixby, Ellen Fernberger, Tom Hawk, Ruth Baker, Frank Bartell, Heidi Braunschweig, Arnold DiBlasi, Jae Fisher, Luke Kasim, Kelly Mc Quain, Noelia Rivera-Matos.

III. Approval of the April 15, 2009 minutes

- The minutes of the April 15, 2009 meeting were unanimously approved with the following corrections. In the New Business section:

3rd paragraph should read “Kelly [*McQuain*] asked which application will we steer clients to use for Groups; MyCCP or Google?”

4th paragraph: correct spelling of Karen Schermerhorn’s name.

IV. Old Business

Unfinished Business:

- Ms. Bauer informed the committee that the contract authorizing the move of the student email to Google was just executed. Part of the agreement with Google is that students will not be targeted for advertisement. Student email will be moved to Google by the spring 2010 term. Mr. Diblasi said that this means we do not need to continue the discussion about students creating Groups within our Portal because students will have access to Google Groups.
- Ms. Bauer stated that there are no plans to consider moving faculty email to Google in the foreseeable future. There are concerns related to the College relinquishing control of the faculty email and the reliability of outside email support. Mr. McQuain expressed concern about faculty being able to create Groups with students once the student email has been moved to Google. Ms. Bauer indicated that students will access their email through our portal.

- All GroupWise 6 email has been successfully moved to GroupWise 7. The upgrades in GroupWise 7 are seen as improvements. By December 15 everyone must be moved from MyCCP email to GroupWise. Old MyCCP email will be archived.

V. New Business

- There was a discussion about faculty and student access to applications to develop digital portfolios. Mr. Diblasi said that software to develop e-portfolios is very expensive and that Google has an e-portfolio application. Dr. Hawk indicated that we should consider how to make e-portfolios available. Ms. Fisher recommended that we include a discussion of e-portfolios in a future agenda. It was also mentioned that CIS 103 is being revised and will have a component on Google applications.
- Mr. Bixby indicated that a decision on what type of podium to use in our new construction is still pending. Mr. Diblasi said that the demonstration podium was moved to C2-12 for faculty and students to try it. Those who used it had positive comments and were happy to have the opportunity to give their opinion about their experience with the podium. The company that manufactures the podium was receptive to our recommendations for improvements.
- Mr. Bixby initiated a discussion on the type of connectivity to be used for data and for electrical devices to be used in the College's new construction projects. He stated there is a single plug type of connector available. It was agreed that future functionality of the rooms should be considered when selecting a particular type of connection. Discussion included current connections and the problems that we have with multiple cables and the location of electrical outlets. There is no formal system for reporting problems related this issue at this time.
- Mr. DiBlasi reported that a new paint was used to create a white board in BR-50. It can be used as a writing surface, and possibly as a projection screen.
- The College's Portal is being revised. The tabs are going to be reconfigured and there will be different views associated with the users' role at the College.
- Ms. Fernberger asked what will happen to the email accounts of staff who are also students once students email is moved to Google. Ms. Bauer answered that in those cases the staff role will prevail and the email account will be CCP email and not Google.
- Ms. Bauer informed the Committee that the draft of the Technology Plan is available on Groups although the introduction still needs some work.
- There will be a meeting in June if there are items for the agenda. Any agenda items for June's meeting should be sent to Mr. Diblasi. Ms Fernberger asked if we should include a discussion about concerns on the volume and type of messages currently sent via C-News. There was agreement that this is an appropriate item for the fall term agenda of the TCC. Ms Bauer agreed to investigate ways of dealing with the multitude of announcements on our email system.

VI. Adjournment

A motion was made, seconded, and approved to adjourn the meeting.