

**Technology Planning Committee Minutes**

March 25, 2021
9:00am – 10:00am

https://cccconfer.zoom.us/j/97133717541

**MEMBERS PRESENT:** Erik Sorensen, Paul Chown, Reno Giovannetti, Darius Kalvaitis, Brian Van Pelt, Tom Cossey, Jose Ramirez, Cathy Cox, Jessica Herrera

The minutes of the February 18, 2021 TPC meeting were approved as presented by consensus.

Erik reported work on the TPC web page links.

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| **Item** | **Facilitator** | **Time** |
| **Create a task force for Evoq replacement.**Brian discussed his due diligence on finding a replacement for EVOQ. He raised several questions regarding sense of urgency, budget, bandwidth and who was driving the decision. Reno also questioned the priority. Brian stated that Word Press was easy to use, but sacrificed flexibility. Jose expressed concerns with Word Press. Cathy requested something robust and secure that would be easy to use for non-web people. Cathy discussed LibGuides CMS and stated it would support multiple groups. It is being used by the ASC and for Professional Development and she finds it to be quick and easy to add content and customize. She asked if others are using back end systems that integrate with the website.Darius suggested creating a timeline and agreed that EVOQ is not that smooth. Jose suggested a survey of EVOQ users to identify specific issues.Paul reminded the committee that EVOQ does not have to be replaced, and we are just looking for other options. Brian will look at what platforms are being used by other community colleges. He also discussed a possible change to the flow with a ticket system for submission, having I.T. make all the changes as opposed to having multiple employees with access to change their own pages.A subcommittee consisting of Erik, Paul, Brian and Jose will meet and bring a recommendation back to the group. | **Brian** | **9:05-9:20** |
| **Canvas/Twitter Integration**Jose discussed the social media integration into Canvas, specifically Twitter and Facebook. He discussed the risks involved with integrating social media with college resources and recommended disabling the features at once. Reno discussed the convenience of getting messages in one place. Cathy suggested waiting until the end of the semester before turning it off. Brian suggested that faculty should be informed prior to disabling. Reno felt like informing faculty would highlight the issue and create problems that might otherwise go unnoticed. He confirmed that there is a chat feature in Canvas called Pronto.Darius would like for a structure to be created so that faculty all do things in the same way to keep the shell simple for students to use.  | **Reno** | **9:20-9:30** |
| **Zoom cloud storage**The committee discussed the recent email regarding cloud storage in Zoom.Jose discussed the possibility of our own Zoom domain, which would also allow single sign on.Reno stated that lecture capture should not be used by faculty semester after semester. The exception is when a video does not involve any students, such as a demonstration or a lection. Faculty can also use Canvas Studio 3C Media. It was noted that if a zoom lecture is reused in another term, it must also be closed captioned. | **Erik/Jose** | **9:30-9:35** |
| **Updates/Annual Plan Items**Cathy discussed the President’s email asking for suggestions on the use of CARES Act monies. Fifty percent of the funds will be provided directly to students. The rest may be used for infrastructure to support students. She suggested purchasing a limited number of hot spots for students who do not have internet access that would be checked out with a limited contract. Erik stated that the I.T. group supports the Foundation in their efforts to provide Chromebooks, etc. for students.Erik discussed a robust MDI integration which is estimated to be a $400,000 to $500,000 project. | **Erik/Paul** | **9:35-9:50** |
| Adjourn- There being no further business, the meeting was adjourned at 9:54 a.m |

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