

**Technology Planning Committee Meeting Minutes**

January 20th, 2022
9:00am – 10:00am

https://redwoods-edu.zoom.us/j/94571106554?pwd=VkJEaEpkd1ZvYWNjeGNYS3JFZzZuUT09

**Members Present:** Erik Sorenson, Jose Ramirez, Jack Hill, Colin Trujillo, Reno Giovanetti, Tom Cossey, Paul Chown, Brian Van Pelt, Darius Kalvitis, Jessica Herrerra

**Agenda Items:**

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| **Item** | **Facilitator** | **Time** |
| **Welcome Back**Erik called the meeting to order at 9:04 a.m. and welcomed everyone back. Jack made a motion to approve the minutes of November 18, 2021, Colin seconded and the motion carried unanimously to approve the minutes as presented. Erik reported the boardroom upgrade was on task and we should receive the new equipment in February. The email migration to the Cloud is going well. | **Erik** | **9:00-9:10** |
| **TPC items for Annual Plan**Erik discussed TPC items for the annual plan and is making progress toward the Education Master Plan. He directed the group to review the goals and objectives of the EMP group at: https//internal.redwoods.edu/planning/HOME/Annual-Institutional-PlanningDarius referenced the Technology Master Plan. Paul stated that was a good point, and items are submitted to IEC every year that are of importance for the coming year. | **Erik** | **9:10-9:30** |
| **IREPO Grant**Erik reported that the IREPO Grant was awarded, allowing the purchase of more equipment and tools for educators with the payment of contractual costs for software licenses in each focus area. The Microsoft license allows for 400 simultaneous logins. Other applications included were Ally, Proctorio, Panopto, Softchalk, Canvas Studio, Voice Thread, CityLab’s DesignPLUS, LabArchives and NetScaler license. Reno stated that he was unaware the grant had been awarded, and stated that we have moved forward with other options. He said that of the list of applications, only two of them have not been implemented. Reno will talk to Morgan and the Office of Instruction for a plan. Jack asked for an explanation of the acronym. Erik stated that IREPO stands for Strengthening Institutional Resilience and Expanding Opportunities. Colin asked about Student Tech funds, as he is looking for technical support in the LRC.  |  | **9:30-9:45** |
| **Campus Wi-Fi (District wide)**Erik stated that the campus Wi-Fi project was initially installed with Student Tech fees. He has recently been given HERF funds to improve the campus Wi-Fi at all District locations to include Del Norte and Klamath-Trinity. He noted that the current provider at the K/T campus is going out of business and he will be meeting with a new company next week. We are now oversaturated with the number of access points. Coverage will include faculty and staff access, heavy traffic areas and each classroom. Jose stated internet connections will significantly improve and will provide two firewalls of protection, and increase the bandwidth, to include the housing/dorm area. Erik stated that we will be looking at competing brands to Cisco, and may start over from scratch. Erik was clear after speaking with President Flamer, that this project should be a priority. |  | **9:45-9:55** |

**Additions to the Agenda:**

Erik thanked Jose for the extensive work on the email migration. He stated that email for temps, shared department email are still on the campus server and have not been migrated to the Cloud. Erik will be working with the Business Office to obtain more licenses. There are currently over 170 generic accounts.

Jose stated the moving students forward will allow them to use a SSO portal with more access and fewer logins. Erik said the migration was supposed to happen prior to the start of the semester, but COVID happened, and the company was closed for two weeks. Jose will get rid of the mycr domain, then reactivated and use SSO for as many apps as we can, e.g., Bookstore, Zoom, Campus App, WebAdvisor (maybe) and Canvas. Canvas will be postponed until summer.

Colin asked if the migration is automatic or manual. Jose explained that it could be accomplished two different ways. Jack suggested posting a FAQ page on the website home page regarding the email migration. Colin is worried that many students are check out over the summer, and may not receive the information. Jose assured him that repeated reminders will go out. Reno suggested beginning the messaging prior to the end of the Spring semester.

Jose discussed the fact that CR student email is not for life, but while registered as a student. Reno stated this should be disclosed at the time of registration. Robust discussion ensued regarding the use of Chromebooks, and what to do with the old Chromebooks that we have now. Erik will talk to Marty about giving them away to students, or possibly Upward Bound students in the summer.

Jessica stated that the pea counter is broken. Erik stated the pea counter will be replaced with Paper Cut and students will be able to print for free for the rest of the year.

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| Adjourn |

 There being no further business, the meeting was adjourned at 9:58 a.m.