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# Technology Committee Agenda and Minutes – November 9th, 2023

**Location Zoom** <https://peralta-edu.zoom.us/j/87835673426>

**In-person @ BCC 451B**

**Time: 12:30p.m.-1:20p.m.**

**Co-Chairs: Administrator: Christopher Lewis; Faculty: Erika Yeh**

Meeting Recording:

<https://peralta-edu.zoom.us/rec/share/_PqCMbQAy2CkW3qpJn7p3I9iJNSGXTpYApaN1t3Ej3jzP3kZuAJoyqsZe96nPUHQ.S5qo2jWP2uXaewjq>

**Mission***: Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The College achieves its mission through instruction, student support and learning resources which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.*

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| **TIME** | **AGENDA TOPIC** | **LEADER** | **Minutes** |
| 12:30-12:50 | Review Agenda – any additions  Review of last meeting’s minutes  Request for Tri Chair from Staff. Discussion. Can be confirmed in meeting in Sept. | Chris Lewis/  Erika Yeh  All | Agenda adopted, no changes.  Minutes adopted (9 yes, 1 abstain)  Tom – difficult to recruit someone. A classified professional from Student Services would be good. Tom will work on recruiting someone. May be able to enlist someone already on committee (e.g. Jeejun) |
| 12.50-1.20pm | Standing items - Bond Money  Status of District-Wide Network Infrastructure Upgrade.  [Updates on Refresh Plan](https://peralta4.sharepoint.com/:f:/s/BCCTECHNOLOGYCOMMITTEE792/EtNxq0Jt6WBHmTf0_5megTwBMexwFGP-M8bhrzsyzuH8Tg?e=lywvLY)  Quick check in on Adobe subscription  Classroom Tech Update  Website update  New Business  Announcements | Chris  Chris/Vincent  Vincent Koo  Joe  Tom/Tania | Still seems that most of the bond money is tied up in large construction projects. Mary – suggests we talk to Sean as our Bond Committee Oversight Committee and ask him to carry the message that we need classroom technology repairs and upgrades.  Vincent: About 90-95% done. UPS (uninterruptable power supplies) are remaining.  New networking equipment installed. 103 wireless access points (about 20 or so new access points) added. A few technical difficulties but mostly corrected now. No complaints related to these issues.  Mary – what about dead zones?  Vincent – 20 new access points positioned to address these. It should be much better.  Nima – Room 315 has had issues with student access. Vincent will respond to this.  Mary suggests checking the interior classrooms for open network access.  Mostly been focused on network upgrade but returning to deploying equipment that has arrived.  Apple orders on hold due to PCCD credit issue. This impacted ASL and some faculty orders. Finally able to clear invoices, but Apple has withdrawn credit. Orders are now transferred to second-party vendors. These are now beginning to arrive.  Hoping to receive bond $ (or other funds) to support further implementation of refresh plan. Some of the older equipment (e.g. Windows 10 machines) will become obsolete.  Some of classroom equipment now >5 years old. See highlighted lines in refresh plan.  Mary: Maybe move highlighted lines to another “critical list” and share with VP Brooks.  Absent (hiring committee)  Tom: Since the last meeting we’ve been meeting 2-3 times a week with the contractor. Working on consolidating menu options, etc. to shepherd the student experience.  Excited to see a more outward facing product. Happy with the product so far, but most of the work has been behind the scenes.  Also working on a database (employee directory, program directory, events calendar) function.  Hoping to have a presentation at the Nov 27th Roundtable meeting.  Tania: Looking for input on best way to get ideas/eyes on the new site.  Cora: Free help with user testing from SFSU. Could be a good resource. Cora will connect Tom and Tania with the instructor there.  Vincent: Will Ocelot work with new hubspot site?  Tom: Yes, district is already doing this.  Mary: Can faculty get an account, e.g. Lana? Tom will talk to Lana about what she wants to do.  None  Vincent: I am now the district tech committee Tri chair. |
|  | Next Meeting December 14th 2023 |  |  |

**Tech Committee Members:**

*Chris Lewis (Admin Co-chair), Erika Yeh (Faculty Co-chair), Mary Clarke-Miller, Matt Freeman, John Nguyen, Phoumy Sayavong, Joe Bay, Vincent Koo, Jeejun Bertuso, Joshua Boatright, Elissa Jaw, Tania Leonian, Student Rep vacant, Tom Rizza, Nima Kianfar (Distance Ed), Cora Leighton (Distance Ed), Paramsothy Thananjeyan (CIS)*

**Tech Committee meetings are open to the college community.**