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# Technology Committee Agenda and Minutes

# October 10, 2024, 12:30 – 1:20 p.m.

**Conference Room 451B and Zoom (**[**https://peralta-edu.zoom.us/j/84266180036**](https://peralta-edu.zoom.us/j/84266180036)**)**

**Tri-Chairs: Nghiem Thai, Erika Yeh, and Thomas Rizza**

**Meeting Recording:**

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| **Time** | **Agenda Topic** | **Leader** | **Minutes** |
| 12:30 p.m. | Approval of Agenda | Rizza | Added District Tech Committee report as standing item.  Agenda approved. |
| 12:35 p.m. | Approval of [09/13/2024 Minutes](https://peralta4.sharepoint.com/:w:/s/BCCTECHNOLOGYCOMMITTEE792/EaJ27J_T9pNPqBHX6hmN4RMBR8LHb-pReF7t-R3EPzTJNA?e=ewgTQ3) | Rizza | Minutes approved. |
| 12:40 p.m. | Establish Annual Goals | Rizza | Recommended goals will be finalized and approved at the next meeting:   * Complete classroom AV refresh by July 1. * Planning for IT/AV purchasing for new building. * Find a way to purchase additional Chromebooks and hotspots for student loans. * Review and revise committee charge. |
| 12:50 p.m. | Technology Provision for Faculty/Staff | Koo | Staff discussed the ongoing issue of providing equipment for instructors and part-time staff who work from home. They questioned whether the college was obligated to provide computers for these individuals to teach software from home, especially if they were only working one day a week from home. Staff also raised concerns about the increasing expectation for the college to provide equipment for part-time instructors, which could lead to a strain on resources. They sought clarification on the college's policy and contractual obligations regarding equipment provision. Staff also expressed a desire to avoid making decisions that could lead to unequal treatment of staff members. |
| 1:00 p.m. | **Standing Items**  Bond & Refresh Plan  Classroom Technology (inc. new building)  District Tech Committee Report  Website | Koo  Bay  Bay  Rizza/Leonian | Currently working on CIS PC lab refresh quote and Measure G funding request. The MMART Mac lab refresh is pending launch of new Apple products.  Working on wiring diagram and quote for the new building, aiming to streamline costs by having the same company handle wiring and installation. Requisitions to rewire and upgrade 10 rooms at 2050 Center (auditorium, 4th floor core rooms, and two computer labs.  COA has given BCC additional Chromebooks for student loan. Ocelot will be replaced with Hubspot chatbot. Student fraud detection and prevention continues to be a priority.  The new website is live on Hubspot. There is a link to form to report issues in the footer. Working on redirects and some bugs. Old website will be backed up for archiving. |
| 1:15 p.m. | Announcements | All |  |
|  | Next Meeting 11/14/ 2024 |  |  |

**Tech Committee Members**

*Nghiem Thai (Admin Tri-chair), Erika Yeh (Faculty Tri-chair), Thomas Rizza (Classified Tri-chair), Mary Clarke-Miller, Matt Freeman, Phoumy Sayavong, Joe Bay, Vincent Koo, Jeejun Bertuso, Joshua Boatright, Elissa Jaw (Disability Services), Tania Leonian, Chris Bernard (Distance Ed), Paramsothy Thananjeyan (CIS), Luis Angel Soberanis-Pacheco (Student Rep)*

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

**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.*