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# Technology Committee Agenda and Minutes

# September 13, 2024, 11:00 a.m. – 12:00 p.m.

**Conference Room 451B and Zoom (**[**https://peralta-edu.zoom.us/j/87835673426**](https://peralta-edu.zoom.us/j/87835673426)**)**

**Tri-Chairs: Administrator: Nghiem Thai; Faculty: Erika Yeh; Classified: Thomas Rizza**

**Meeting Recording:**

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| **Time** | **Agenda Topic** | **Leader** | **Minutes** |
| 11:00am – 11:10am | Approval of Agenda  Approval of [05/09/24 Minutes](https://peralta4.sharepoint.com/:w:/s/BCCTECHNOLOGYCOMMITTEE792/ESlhVdQRNl1EsWlrB3JzTiYBHC50LEgHww92gOU6eZicww?e=oLi1az) | Tri-chairs |  |
| 11:10am-12:00pm | Review of Membership  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)  Classroom Tech Update  Classroom Tech: New Building  Website update  New Business  Announcements | Tri-chairs  Bay  Koo/Bay  Rizza/Leonian | Confirm: Faculty rep, Student rep,  Koo -President Richardson gave go ahead to utilize Bond Money toward Refresh Plan. $970,000+ in available funds. Need $2mil for general cycle. Used around $1.6mil to network upgrade and small chunk for computer refresh ~$50,000. This is the remainder.  Thai – what is the process?  Koo – Process involves tracking individual computers to age and product and department time provided to users. Routine assessment as which users and locations should be covered in next refresh project. Now with clearance of Bond G money first location would be MMART Room 227 and MMART Faculty office as a start. Maintains list to update as soon as we can to see who else would be covered under the upcoming refresh purposes.  Sayavong – Is remainder of Bond money meant to be spent down this year?  Koo – we believe it’s a 10 year period to spend the money. $2.7m over 10 years is small. We do not have to spend for one year – $970k is a big expenditure for 1 year. Cannot handle that much orders for the 9 month purchasing cycle as well as logistics and personnel demands. Estimate $100 - $200k could be spent this year.  Bay – out of 6 computer labs, how much for 1 lab.  Koo – 40 student + 1 teacher unit is roughly $160k. MMARt lab estimated $160k+ based on that calculation we could use more than previously projects $100-200km could be $400k.  Bay – Often the computers for English labs and libraries use leftover computers from MMart.  Koo – they were not hand me downs in the last refresh – most of the labs were new equipment from last refresh. MMart, CIS, then English would get the most heavy duty machines. Library would use regular machines that can still handle CIS. Open to any budget that can be identified to help with equipment purchases to augment the Bond money because it is limited. $970k will not last more than 2 years estimated. Bond requires additional paperwork to access, existing budgets would be more useful than using Bond.  Thai – Instruction typically has money for equipment that can be pooled to support classroom equipment.  Koo – HEERF augmented our capability but now that it’s expired, any budgets  Koo – estimates Network infrastructure upgrade is 99% complete. Just completed the Annex. Hardware wise, fully implemented. Completion assessment will happen.  Bay – OI has identifed $450k in classroom equipment money and authorized my department to use half of that to upgrade 6 classrooms that are in a critical state. 421, 22, 23, 24 have been deferred in operational quagmire for a couple years so they are looking to get full digital refresh. Upgrade wiring from SD to HD and future proofing for 4k. 431 tiered classroom is also part of this project. 2 of the Mac labs downstairs will get upgrades to wiring for computers to projecters. Auditorium included as well – upgrading sound and projection capabilities. Completed the wiring diagram which is the first step to getting a bid with the district will then move to an RMA, then go out to bid per District processes. Timeline is end of May and beginning of June to start this work. Hopefully will complete rooms that will be having summer courses first then remainder completed by end of fiscal year June 2025. This could be a goal for AV to complete these projects.  Bay – engaged construction managers and proposed integrators for wiring and network to be put into rooms before ceiling goes in, which is June 2026. Trying to stay ahead for any eventual purchasing lags or bid issues to make sure AV and IT is prepared for install. Have been requests for Hyflex classroom capabilities in the new building. Proposing to put Hyflex in the 5 out of 15 of the new rooms.  Thai- if it isn’t expensive, why don’t we do this in all the classrooms?  Bay inexpensive means for 5 rooms it could be $25k in each room – difference is $25k and $75k, trying to save. Demand is not there right now and looking to future of wireless technology such as webcams etc.  Koo – Maybe we ought to look at rephrasing this as general technology and not just classroom tech for the new building – there are other components not just focused on classroom tech  Bay – have to stay ahead on fire and HVAC because that goes ahead of any technology. Has to be network in place for fire alarms. |
|  | Next Meeting October 10 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, ~~Kristiyan Klichev~~ (Student Senate), ~~Nima Kianfar~~ Chris Bernard(Distance Ed),Paramsothy Thananjeyan (CIS), ~~Mazda Nava (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.*