Date: 02-19-03

Starting Time: 2:30 p.m.

Ending Time: 3:30 p.m.

Place: SU-30

CO-CHAIRS: Mike Arguello (ATG) & Jose Vargas for Don Sullins (IS)

MEMBERS: Donna Baughn, Mark Bealo, Bruce Bishop, Neil Bruington, Mark Clark, Haydn Davis, Rick Sanchez for Mike Dimmick, Lisa Faas, Sherry Goldsmith, Terry Gray, Erin Messersmith, Maria Miller, George Mozes, Mark Vernoy

ABSENT: Don Sullins, Mike Dimmick, Herman Lee, Carla Thomson

RECORDER: JoAnn Ellis

- Instructional Computer Lab - Inventory (Mark Vernoy)
  - It was stated that a better inventory of the labs be done.
  - A complete list of the lab computers supported by IS was sent to Michael Arguello and Mark Vernoy last December.
  - The list did not include the following labs in the inventory because each has its own lab tech: ATG, ES-9, Math, Foreign Language, Reading or English.
- Other
  1) Michael Arguello will schedule a meeting for June (before summer session) for this committee to review and update the three year plan. Michael Arguello will post the results of the last 3-year plan meeting on the ATG web page for all to review before the June meeting.

2) Maria Miller asked if the efficiency of the PeopleSoft upgrade is worth the expense and the following discussion developed:
   a) Jose Vargas responded that the upgrade will be more efficient for everyone. It is web based making it more convenient for students, faculty and staff. It will consolidate passwords so people will only need one password, and students will be able to configure web pages, get their grades and transcripts themselves, etc…
   b) George Mozes asked how it compares to Blackboard
c) Michael Arguello asked if the PeopleSoft team was aware of what Black Board can do.
d) Terry Gray stated that PeopleSoft has next to nothing compared to Black Board. Terry stated that with PeopleSoft we are at a perpetual lag and expense, e.g., Version 9 will be out within a year.
e) Erin Messersmith stated that PeopleSoft needs to be upgraded just like Microsoft. Technology is constantly changing.
f) Terry Gray stated that he doesn’t see a million dollars worth of reasons to upgrade.
g) Jose Vargas stated that it’s really not that expensive compared to the many benefits to students, faculty and staff. We have to keep upgrading due to State regulations for Financial Aid and HR, etc…
h) Terry Gray stated that it’s not right to trade off between faculty jobs and PeopleSoft upgrades.
i) Rick Sanchez stated that the product before PeopleSoft was the same way; it too had to be upgraded.

3) Haydn Davis initiated a discussion on computers for classroom data projectors, why they are locked down so no one can install anything, e.g. he couldn’t install Quick Time in the P-16 lab.
   a) Jose Vargas stated they are locked down to stop students and/or just anyone from installing what ever.
   b) Rick Sanchez stated that IS asked who needs rights in each lab area and each department lab gave a list and IS gave those individuals Administrative Rights.
   c) Haydn Davis commented that all of the faculty should have Administrative rights.
   d) Jose stated that in the past IS spent more time re-installing systems because of programs being installed or downloaded that caused problems.
   e) Mark Clark said that all faculty should have rights
   f) Jose Vargas asked if they could convince all of the departments to say its okay, because that is where the controversy is.
   g) Mark Vernoy said he would talk to the other department Deans to get approval for entire group of faculty to have Admin Rights on all of those computers.
   h) Terry Gray suggested that IS find out what programs the faculty need and have them installed on each of those system prior to faculty use.
   i) Jose replied that the IS department is trying, in the past it was licensing issues.
   j) Rick Sanchez stated that there is a form on the IS web page asking what software you want in those labs and asks who else is teaching in those rooms, they just need to be submitted.
   k) Michael Arguello stated that maybe ATG could put on the their web page in which rooms the data projectors are located so the faculty would
know when filling out those forms where they may be teaching and need that software installed.
l) Neil Bruington mentioned a standard plug in list
m) Mark Clark stated that some departments like Math and Graphics have specialized software and they don’t want blanket licenses
n) Jose Vargas said he is trying to get a Key Server that will monitor licenses and would make plug in easier. He is writing a grant with Calvin Onedeer Gavin to get the money as to not create another expense for the District.
o) Michael Arguello stated, regarding the plug-ins: Quick Time, Real, Acrobat Reader and Flash should be installed.
p) Jose Vargas replied that if that is what the labs want…a standard lab set up, to request it through the form to Helpdesk. Classrooms have priority over everything else and that’s why we even have a tech on call up to 10:00 p.m.

4) Haydn Davis asked what is happening with the computer lab for the Student Center.
a) Bruce Bishop said he is not sure about staffing for the lab. He has the equipment cost covered. Bruce talked with Jerry Patton and got the idea that we may have to look at the current lab techs and see if they can possibly spread the work. Bruce stated that ATG said they would manage the lab and Terry Gray replied they would manage it but not with staff from his department. Bruce also stated that he is planning to go with the pay-for-print printers.
b) Jose Vargas suggested using a security card to get into the lab.
c) Bruce said that won’t work as the Education code states constant supervision.

5) Mark Clark asked how the transition to the Palomar domain is going.
a) Jose Vargas replied that 85% is complete. There are 2-3 departments that can’t move due to security setups. Jose has to get authorization to continue. It has to be complete by spring break (April 15th) as we have to move to the new email system.
b) Mark Clark asked why people have to go to XP.
c) Rick Sanchez stated that anyone on '95 or '98 have to upgrade to XP
d) Jose Vargas stated that the problems with upgrading certain areas like math are related to security issues that he trying to work out with that tech and Dean Rourke.
e) Mark Clark suggested in the future when there are changes going to be made that will affect the labs that IS does not manage to be sure security issues are dealt with before an implementation.
f) Jose Vargas replied that we used to have an All Tech meeting which no longer exists since Dean Jackson left. At those meetings information was shared and discussed. In several cases not all of the techs showed
up. If the tech does not show or does not pass on the information to others…there is little that can be done.

g) Mark Clark would like to see the department lab techs be part of the planning process and to have all of the techs support and work together.

h) Jose Vargas stated that it is getting better, and he’s still working on it.

6) Michael Arguello asked how the student email project was coming.

a) Jose Vargas stated that the pilot has been running for the past three months. EOP&S, Athletics and Financial Aid have been using it. At this time the data is being collected by each of these departments to give to the Deans and VP’s and then it will go to Cabinet for approval. So far the comments coming in have been very positive.

b) Jose Vargas suggested an item for discussion be placed on the next agenda:
   How should the District plan for future computer replacements. We currently have a 4-year warranty with Dell. It was stated that MAC computers also need to be part of this plan.

NOTE: The next meeting is scheduled for March 19, 2003 in SU-30 from 2:30 p.m. to 4:00 p.m.