

MEETING MINUTES FOR 11/28/2017

In Attendance: Armaan Aguilar, Cal Anderson, Lee Anderson, Steve Bale, Gabriela Brochu, Edward Corbett, Thomas Dobbert, Scott Huber, Peter Miller, David Misner, Bo Murdock, Chris Quantrell, Amanda Sabiniano, Brandy Scarnati, Scott Weissman

Absent: Beverly Bavaro, Gwen Clancy, Miguel Diaz-Bonilla, Bob Fletcher, Ricky Genz, Patrick Guiberson, Cynthia Pierrott, Ygnacio Vasquez, Barbara Walden

Minutes from October meeting were approved.

- Update on 10GB fiber/Ethernet – TMCC purchased the firewalls that are compatible with 10GB internet. The fiber between the Redfield UNR building and the TMCC redfield campus has been put in place to accommodate, just waiting for the fiber to be certified. No trench has to be dug from DRI to TMCC to accommodate this project, but a redundant trench is planned for the next fiscal year. Tentative for go live in Spring 2018.
- Quizdom clickers are on track. The software has been installed on the teacher machines. Everything should be plug and play. Vet tech program are requesting clickers.
- RDMT 219 is a go for mid-year RAP requests. The computers and printer have been purchased. They are scheduled to be installed over winter break. By Spring 2018, the new equipment will be up and running for classes.

Default DVD Player for Teacher Stations

- Beginning of Fall 17, IT received questions and complaints about the default DVD program installed on the teacher stations. Power DVD, the original DVD system installed on the machines was replaced by Microsoft by a program called VNC. Because of the complaints, IT will be re-installing Power DVD. Visit RDMT 205 to test out the software before it's pushed out to all teacher stations.

Web Advisory Committee Report

- The committee meets twice a semester. Their initiative coming up is to change to a new content management system for the main website. Right now, the site is currently on Terminal 4; encountered lots of bugs with this system. Terminal 4 promised an upgrade to their system but it hasn't been panning out as planned. The new software is called Drupal, an open source software. The front end of the page will be completely redesigned and the project will take about 12 months. The committee will meet with leadership teams regarding the changes. The project is just now starting and hoping for an October 2018 launch. Faculty websites will not be affected.
- Launched virtual tour – statistically the tour is being used a lot. Average conversion rate is at 31% (when viewers go through and click on the buttons in tour). The average rate is 20%. June 2018, some changes are coming to the tour to refresh some of the aspects.
- Web Services is looking for a part time student worker. If you know of anyone, please refer to Cal Anderson or Beverly Bavaro.

iPads for Lokken and Reid

- Thomas reached out to Fred Lokken regarding the ipad usage that they put a rap request in for. They are currently not being used this semester however, it was offered to other faculty to use. More updates will come in the Spring semester after iPads are being used.

- There was discussion about tech requests should be going through IT. Once the tech requests reach the IT department and have been vetted, Thomas then puts in the rap request with justifications from the instructor. If the request is not tech fee eligible, then the request is being forwarded to the VPFA for discussion. If approved, Money will be put into the IT account and IT purchases the software/device to make the purchase go quicker.

New Password Reset Tool

- There is a new active password reset tool that has been rebuilt. Everything will be linked to Active Directory. If you have to reset your password, you will be directed to a new page instead of FootPrints.
 - New part timers account gets created when they start the application process in Workday. They create their account with their application with their personal email. Once they get hired, they will get an email in their personal email with their username and a link to set their own password and security question. The supervisor of the new hire will get CC'd on that email.
 - Part time instructors that are currently not working but will be used for Spring/Summer have not been enabled in Workday because they don't have an active contract. Instructors that have taught in the past will need to contact IT and their account will be enabled with no active contract and will then have access to their email and single sign on.