



District-wide Technology Committee

Special Meeting

May 3, 2012

9:00 – 10:00a.m.

District Services · HS 324 · Chancellor's Conference Room

Committee Charge:

Coordinate technology issues and implementation of new systems, hardware, and software district-wide; review potential district and college IT projects and funding sources; and explore new software and hardware.

MINUTES

Meeting conducted by: Bob Bramucci, Vice Chancellor, Technology & Learning Services

Members present: Don Busché, Juan Avalos, Denice Inciong, Jim Gaston, Jim Phaneuf, Bruce Hagan, Arleen Elseroad, Jeff Dorsz, Patti Flanigan, Valerie Senior, Jenny Langrell, Roger Owens, Jim Laurie, Karima Feldhus, and Stephen Dubay

1. Review and Prioritization of 2012-2013 Technology Projects for Basic Aid Funding

Bob Bramucci explained the outcome of the IT large-level project list that was submitted to BAARC and reviewed by their members at a recent meeting. BAARC members recommended that the list be prioritized to help them with their funding recommendations. Bob noted that this is not required. He recommended that the Members consider prioritizing the list in tiers, but it can be done by individual project. Discussion followed on how to proceed and whether one option would be more successful for funding than the other. Members shared their recommendations and concerns. In response to a comment to include additional future projects from the Five-Year Technology Plan on the list, it was noted that the current list has already been approved by the constituencies and the colleges, so any changes would require additional time for further review.

Bob Bramucci asked the Members to vote on the following:

- Should the list be prioritized in some fashion? Vote was yes, by consensus
- Would members prefer to prioritize each project individually? Vote was yes, by consensus

Following a detailed discussion, Members agreed by consensus that the items will be prioritized individually. Members reviewed the list and discussed recommendations on items to move up or down on the list. The following changes were approved, by consensus:

- 10. HR/Business Services System –move up on list to item 4.
- 14. Matriculation SEP System –move up on list to item 11.
- 12. Unified Communications System –move down on list to item 16.

Members agreed, by consensus, to also submit to BAARC a list of all remaining proposed five-year projects as a “Tier B” handout to support the work done on the 2012-2013 project list.

Members unanimously approved the prioritized list of 2012-2013 large-level IT projects with the three changes noted above. The list will be submitted to BAARC for basic aid funding consideration at their next meeting.

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	2012-2013 Project	Description	Estimated Cost
1.	End-of-Life Core Network/Tech Refresh	November 2012 is end of support for key components of district-wide core network; computing trends necessitate increased network speed and capacity, which also paves the way for cost savings via virtualized desktops.	\$2,500,000
2.	Campus Desktop Refresh (25%)	Replace 25% of the lab, faculty, and staff computers district-wide.	\$1,500,000
3.	Student Information System (SIS) User-requested Enhancements	Add/upgrade features to SIS from the colleges' prioritized lists.	\$1,500,000
4.	HR/Business Services Systems/ Time and Attendance Automation	Replace aging, outdated HR/Business Services software systems.	\$3,000,000
5.	Degree Audit/MAP Upgrade	Degree Audit provides Admissions staff an automated process to help determine students' eligibility for degrees, certificates and transfer certification. This project is dependent on a decision from the Degree Audit Committee.	\$ 750,000
6.	Awards Management System	Develop a new Awards Management System (AMS).	\$ 500,000
7.	Predictive Analytics	Create a predictive analytics module that will mine the data warehouse and provide student success data to students and counselors.	\$ 250,000
8.	Blackboard Plug-ins	Extend the functionality of the Blackboard Learn LMS with "plug-ins" such as Blackboard Collaborate, Camtasia Relay, and Kultura. Similar one-time funding has proven successful by providing the colleges with a low-risk means of deploying and evaluating new products.	\$ 150,000
9.	Enterprise Content Management (ECM) Expansion	Extend Perceptive Enterprise Content Management (ECM) system to more business units and augment with Business Process Management (BPM) features.	\$ 150,000
10.	Matriculation SEP System	Create the ability for a student to create a one-semester academic plan.	\$ 100,000
11.	HRIS Data Migration System	Migrate HR applicant tracking data to the HRIS system.	\$ 20,000
12.	TeamDynamixHE Software for IT Governance	IT governance and project management software.	\$ 50,000
13.	TracDat Integration with SharePoint	Integrate TracDat into our district-wide SharePoint system.	\$ 35,000
14.	District-wide Infrastructure Inventory System	Track District-wide IT infrastructure including hardware and software licenses.	\$ 75,000
15.	MySite Help System (partial funding)	Begin creating an online help system that will provide user documentation for all MySite services.	\$ 20,000
16.	Unified Communications System	Allows voicemails sent to CISCO telephones to be converted to email attachments and delivered via the Microsoft Exchange email system.	\$ 50,000
SUBTOTAL			\$10,650,000
Contingency (10%)			\$ 1,065,000
TOTAL			\$11,715,000

2. Meeting Recommendations and Summary

Bob Bramucci summarized the meeting and reported that items discussed included review, discussion and unanimous approval of the large-level IT project list, which will move forward to BAARC for basic aid funding consideration.

3. Adjourn

The meeting was adjourned at 9:40a.m.

4. Next Meeting

Thursday, June 7, 2012, 9:00-10:00a.m., Irvine Valley College, President's Conference Room

Summary of Decisions Made:

Members unanimously approved the prioritized list of 2012-2013 large-level IT projects with a position change to three items.

Members agreed that a "Tier B" project list should also be submitted to BAARC, which includes all remaining projects listed in the SOCCCD Five-Year Technology Plan.

Summary of Meeting:

Items discussed included review, discussion and unanimous approval of the large-level IT project list, which will move to BAARC for basic aid funding consideration.



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Special Meeting
May 3, 2012
9:00-10:00am**

District Services, Chancellor's Conference Room

Sign-in Sheet

Print Name	Signature	Representing:
Aileen Eiseroad	Aileen Eiseroad	IUC
Jim Phaneuf	Jim Phaneuf	Dist IT
Jeff Dist	Jeff Dist	Dist IT
Valerie Sennot	Valerie Sennot	Saddleback
Patti Fiam	Patti Fiam	Saddleback
Jenny Langrell	Jenny Langrell	SC
Don Buschke	Don Buschke	SC
Juan Avalos	Juan Avalos	SC
Jim Gastin	Jim Gastin	Dist IT
ROGER OWENS	ROGER OWENS	IUC
Bruce Hagan	Bruce Hagan	IUC
Jim Lam	Jim Lam	HR
Danica Innon	Danica Innon	Dist REP
Bob Bramucci	Bob Bramucci	DS
Stephan Huber	Stephan Huber	IT
KARIMA FELDHUS	Karima Feldhus	IUC