1.0 Call to Order

Present: Patti Morgan, Gregory S. Rose, Daniel Vega, Maricel R. Ignacio, Renee Sicard, Alex Redman, Robert Parker, Mark Cratty, Jessica Erickson, Jose Sanchez, Robert Miller, and Donna Geiger.

Absent: None

2.0 Introduction of Guests

Mark Cratty and Daniel Vega

3.0 Adoption of Agenda

Motioned by Jose Sanchez, Seconded by Alex Redman

4.0 Approval of Minutes

4.1 December 7, 2015

Motioned by Robert Miller, Seconded by Patti Morgan

5.0 Public Comments/Announcements

None

6.0 Discussion Items

6.1 15-17 Technology Plan

Robert Parker and the committee discussed the previous technology plan, and the need of an updated one for the current time. Robert Parker stated that he knew of the amended Technology Road Map that Robert Butler had made for the years of 2012 through 2015, and that we need a solid plan in place. He also stated that we should have a technology plan because it is required for planning and the resource allocation process. The committee was informed that an updated education master plan has been completed, and that this creates the groundwork for the technology plan. Mark Cratty informed the committee about a survey that will be going to faculty regarding classroom technology, and other aspects regarding the technology plan. Mark explained that Dr. Terry Giugni, and Amanda Badgett were working on the survey, and will ask IT for input once it is
close to complete. A draft was sent to Robert Parker, and feedback is needed by Monday morning if possible which will be February 29th.

6.2 CANVAS Migration

It was noted that our campus will be shifting from Blackboard Online Education to CANVAS within the next year, and could be completed by this time next year. All parties are on board for this shift. CANVAS will need to have a site that is connected to the chancellor’s office, so that we will be using a centralized platform throughout all colleges. Everything must be evaluated. CANVAS should integrate well with Colleague, but requires a configuration of a new module, and may need assistance from Ellucian. Patti Morgan will ask a CANVAS representative about this need. Patti asked Jose Sanchez to send an email to her regarding CANVAS and the software that will have to work with it. Robert Parker mentioned that this is a state wide initiative. Donna Geiger commented that she has seen CANVAS and says that it is more user friendly, but virtually works the same as Blackboard. From what Jose Sanchez see’s the data from CANVAS to colleague would include the full grade book. Patti Morgan will confirm this with Colleague. We will need to ask if all classes can have a login for CANVAS as well. Per Mark Cratty, a CANVAS training will be announced and once we know the dates there will be two or three people attending the trainings. Training for the gradebook is much easier than Blackboard according to Robert Miller. Robert also noted that Pearson Education is pushing CANVAS as well. Jose Sanchez explained the difference between Blackboard and CANVAS by saying: “take everything that works in Blackboard, and fix the broken parts, this is CANVAS”. Blackboard has been used for the last 7-10 years. We learned that another college uses Colleague with CANVAS and it works.

6.2 Active Projects Update

- **Barracuda Backup**
  Now have true off site back up through Barracuda.

- **Palo Alto Firewall**
  To be discussed at next meeting

- **Colleague upgrade**
  Robert Parker stated that the server migration is taking place and new modules will be implemented in Colleague. Patti Morgan asked that self-service student planning module be moved to the top of the list for implementation. She stated that they had already paid for the update and all that needs to be done is load it in Colleague. Jose Sanchez explained that once student planning came out, there were certain structural issues that require a whole new write for the module. About two years ago, everything was ready to go live, but the curriculum needed to be completed. The core shortcoming of making these modules live is that the servers in place are too old, and the data platters cannot be put online until the servers are upgraded to new
ones. Robert Parker was thanked for his assistance in getting the hardware that was needed, and his support to move forward with this project. During the week of spring break the hardware installation for the Colleague migration will be put in place. This is so that there is no downtime when testing. During the two weeks after spring break, conference room 1540 will be used as a testing bed for the new Colleague. Everything will be the same, except there will be no access to the file shares. We need to confirm the go-ahead by all parties impacted by this process. The cut-over is scheduled to happen at the end of April. If anything goes wrong during the testing process, the cut-over will not happen. Patti Morgan will test during the second week of testing. Times for testing will be available online. The Saturday of April 7th we will have Ellucian, Project and Credentials, Inc. to assist with this implementation. The aim of this project timeline is to create a graceful implementation and a good back out strategy in case anything goes wrong. Daniel Vega commented that the new system will be much more stable because of the blade technology (New servers have been configured to handle SQL and Colleague application.) (The next generation of migration we would use blade technology to separate the database and hardware process.) that will be used. This also opens up options for Napa Valley College to become the technology backbone for the valley.

- VDI
  To be discussed at next meeting
- Desktop Hardware upgrades
  To be discussed at next meeting
- MIS
  To be discussed at next meeting
- Infrastructure
  This will have to be discussed at a later meeting. Daniel Vega touched on this. Proposals have been made for upgrading our core infrastructure so network can be flexible and we can adjust it to what the college needs. The infrastructure is in dire need of being upgraded. This will give the college ability for growth. The Upper Valley College campus in St. Helena is also a part of this infrastructure upgrade. UVC needs a faster connection. Right now, there is only 10MB from the main campus to Upper Valley Campus. This process will be done in phases. Daniel is talking to the Board of Trustees. Daniel will bring more details to the next meeting.
7.0 Action Items

During the next meeting we will need to collect information into a skeleton of the technology plan.

8.0 Next Meeting

March 10, 2016 @ 2:00p.m.-3:00p.m., room 1540

Add for next meeting: The need to discuss SharePoint People pages

9.0 Adjournment

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Agenda & Minutes Only

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Bulletin Boards

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