

**MEETING MINUTES**  
**Technology Coordinating Committee**  
**March 18, 2009**  
**2:30 p.m., Room B2-26**  
**Community College of Philadelphia**  
**1700 Spring Garden Street Phila., PA 19130**

**I. Call to Order**

The meeting was called to order at 2:35 p.m.

**II. Attendance**

**Committee Members Present:** *J. Bauer, SK Calkins, G. Bixby, B. Bambhrolia, E. Fernberger, L. Kasim, K. McQuain, R. Baker, F. Bartell, D. Freeman, A. DiBlasi, N. Rivera-Matos, S. Jones, H. Braunschweig, K. Schermerhorn*

**Alternates Present:** *C. Rumford*

**Guests Present:** **J. McFadden**

Frank Bartell was appointed secretary of the day.

**III. Approval of minutes**

**a. Approval of February, 2009 minutes.**

Discussion of corrections/amendments:

- Call to order time incorrect: 2:35
- IV. a. first sentence – correction to Memorandum spelling
- IV. a. page 2 paragraph that begins with In the discussion...
  - Replace web pages with web sites
- IV. a. page 2 paragraph rewrite
  - There was also discussion of the need to post a "public" syllabus for all DE courses. This syllabus will be available via a College web server. In some cases, students from other institutions need to be able to show that the course meets requirements of their home institution. There is a link on the DE web page onto which the syllabus can be loaded for access by interested parties who are not registered in the course.

The minutes of the February, 2009 meeting were approved unanimously, as amended.

**IV. Old Business**

**a. Update: student creation and use of portal Groups (I) (Arnold DiBlasi)**

No update was given on this issue. The committee will revisit in the future.

## **V. New Business**

### **a. Discussion 2009-2012 Technology Plan Draft (I) (Jody Bauer)**

The plan, being distributed just prior to the meeting, was discussed in general.

A discussion concerning the need for the College to move to Banner 8 and Luminis IV prior to September 2010 due to de-support of the current version. SK Calkins reported that she is working with all functional areas to develop a timeline for testing and implementation. She stated that the initial thoughts are to move to Luminis IV by December 2009, for the start of the Spring 2010 term.

A question concerning why not wait and move to Banner 9 and Luminis V. SK responded that time was a factor. Release dates are historically pushed forward and the danger of de-support for Financial Aid is the driving force for all upgrades. Also the new Luminis V release will require Solaris 10 which will require upgrading of servers and training for technical staff. The new features may be such that the transition would be more difficult so the move to Luminis IV is preferred. The possibility of moving to Linux as the OS for servers is now possible. ITS is exploring that possibility due to lower cost servers.

Jody Bauer explained that an intensive review of all Banner/Luminis hardware was underway due to planning needs for future budget constraints. Almost all of the Sun servers now date back to 2004 and will be end-of-life and end-of-support.

A lengthy discussion of budget constraints and the need to maintain the current hardware to support the infrastructure and delivery of data/voice let back to the Technology Plan draft. It was stated that the draft needed more work on individual sections. It was suggested that the Disaster Recovery section will need review by Dr. Hawk.

It was stated that the draft plan was a good document and now needed the introduction and refinement of goals, objectives and activities.

Q: Why do we plan only for 4-years?

A: Difficult to predict the changes in technology and the cost.

R: Since we have a 3-year planning cycle for budget in ITS, why not take the plan and revise yearly to sustain the concepts but move them forward as technology and needs change.

The discussion ended with the agreement that a small sub-committee would assist with writing the plan introduction.

### **b. Review of classroom podium demo (I) (A. DiBlasi/J. McFadden)**

**This item was added just prior to the meeting so did not appear on the agenda as submitted to College Governance.**

Arnold DiBlasi presented the item with a review of the renovation and new building classroom space planning needs. A demo podium was on-site prior to the break that was *also* reviewed. A second model from the same manufacturer was presented for review to the TCC. This model will be moved to the CBI building for actual use in a classroom as a “test of functionality”.

Several of the members examined the podium following Arnold’s description of features. Some problems were stated and noted by Arnold. Joe McFadden answered questions concerning functionality.

All TCC members were asked to notify Arnold or Joe if they are aware of other manufacturers of podiums that are successfully used in other institutions.

## **VI. Adjournment**

A motion was made, seconded, and approved to adjourn the meeting.