

**Community College of Philadelphia
MEETING MINUTES**

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**Technology Coordinating Committee
April 21, 2010 B2-26**

Committee Members Present:

| <u>Federation Delegates</u> | | <u>Administrative Appointees</u> | |
|-----------------------------|---|----------------------------------|---|
| Ruth Baker | 0 | Bhavesh Bambhrolia | 0 |
| Frank Bartell | ✓ | Jody Bauer | ✓ |
| Heidi Braunschweig | ✓ | Gary Bixby | ✓ |
| Arnold DiBlasi | ✓ | Bill Bromley | 0 |
| David Freeman | ✓ | SK Calkins | 0 |
| Steve Jones | ✓ | Peter Margolis | ✓ |
| Noelia Rivera-Matos | ✓ | Ellen Fernberger | ✓ |
| Melissa St. Pierre | ✓ | Tom Hawk | 0 |
| Karen Schermerhorn | ✓ | Sam Hirsch | 0 |
| Mary Ann Yannuzzi | ✓ | Luke Kasim | ✓ |
| Ted Wong | ✓ | Jermaine Williams | ✓ |
| Connie Dauval | ✓ | Linda Konicky | ✓ |

Guests Present: Dr. Sharon Thompson

I. **Call to Order** Arnold DiBlasi called the meeting to order at 2:43 PM

II. Approval of Minutes

Motion made by Heidi Braunschweig, seconded by Frank Bartell and unanimously approved by the members present

III. Unfinished Business:

Banner 8 upgrade: Bauer reporting for Calkins. Upgrade went well. Some problems with Financial Aid and Flexible Registration modules. Service requests opened with SungardHE. Oracle 11g issues persist but IT is working through the problems. SungardHE Summit this month provided some interesting future plans for Banner. Entire system upgrades may be a thing of the past. Sungard stated that they are moving to SaaS (software as a Service) for some modules and would be implementing a Modular Upgrade approach in the future. This modular upgrade approach would mean that specific module upgrades would have little if any impact on other modules thus relieving the user community of full system testing. SaaS may be used to support upgrades if possible by using the Cloud to provide software enhancements.

Jones questioned the relationship between the Technology Plan and the TCC with regards to written plan versus implementation. He asked if TCC has any input to major changes such as a move to Banner 8 and advocates for more planning and discussion of these types of issues at the TCC meetings. Fernberger asked for clarification e.g., if an area such as HR is updating why should the TCC have a voice? Jones clarified that the TCC should have some responsibility in overseeing major plans for technology resource allocation. Bauer agreed and stated that ITS should bring requests to the TCC for overall discussion although ultimate authority rests with the

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President and Cabinet but TCC should be able to make recommendations. Jones and Fernberger agreed.

Bauer added that the current plan status needs to be updated and should be done with assistance from the TCC. DiBlasi stated that a sub-committee should be formed charged with updating the status of the current ITS Technology Plan. Bauer agreed and will ask for assistance to dovetail items between the College's Strategic Plan and Technology Plan. The CIO (Bauer) will bring this information to the TCC in her role as TCC Chair.

Accountable printing solution: Bauer reporting for Bromley. The pilot within ITS has revealed issues with the software. We are working with the vendor but are not comfortable with moving the pilot out into the user community at this time. We may have to regroup and explore other solutions; GoPrint from CBord.

Distance Learning sub-committee:

Margolis stated that the current sub-committee has discussed P&P 14 and it is his opinion that no further discussion seems warranted. He stated that he thought the sub-committee work has concluded. A discussion ensued between Jones, Margolis, and St. Pierre regarding the sub-committee's meetings and findings. The meetings have included discussion about the various Course Management Systems (CMS) and the exploration of changing to a different platform versus staying with the current WebStudy product. These discussions seem to indicate that WebStudy may not need to be replaced in the near future. The sub-committee's P&P discussions did not seem to generate any agreement between all members. Dr. Thompson was asked to comment on the origins of this document and the associated guidelines. She stated that the guidelines were created and edited over the years by the various Distance Learning directors with help from Freeman and DiBlasi in an acting capacity when the Director's position was vacant. Once edited, they were presented to the Dean's Council and the Department Chair's Council with the assumption that the Chairs would disseminate the information to their faculty. No objections were raised at that time and the guidelines have served Distance Education well. She stated that an analogy for this model would be the Curriculum Facilitation Team office and guidelines. Jones moved to amend the charge of the existing sub-committee as follows: *“establish a sub-committee of eight (8) current TCC members with equal representation from the Federation and the Administration to review the P&P 14 document including all appendices and attachments and make recommendations to the TCC for any changes or additions with the understanding that the TCC act on these recommendations as it sees fit.”* Seconded by St. Pierre. Motion was passed unanimously.

TCC Mission:

Jones started an open discussion concerning the need for the TCC to become more focused on their mission – stemmed from the TCC subcommittee for DistEd charge. Bauer agreed with Jones on the point of the TCC going back to the original charge and to influence the technology needs of the College. Bauer stated that, during the “Summit” she recently attended, she

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encountered many institutions grappling with the issue. Most have tried to focus their decision-making bodies on the prioritization of IT tasks. A presentation by Julie Ouska, CIO/VP of IT at the Colorado Community College System, and Steve Smith, CIO of the University of Alaska System, may serve as a starting point for open discussion of how institutional IT and business areas can work more effectively together and Bauer will post presentation for TCC to review.

IV. **Adjournment:** Motion to adjourn by Braunschweig, seconded by Fernberger. Meeting adjourned 4:10 PM

Respectfully submitted,

Arnold DiBlasi, Jr. M.Ed.
Co-Chair TCC Committee