

Community College *of* Philadelphia

Minutes - DRAFT
Technology Coordinating Committee
9.18.2013 2:30 p.m.
B2-26

2013-14 Committee Members Present:

Federation Delegates & Alternates	
Eva Agbada	P
Ed Baker (A)	
Frank Bartell (A)	P
Heidi Braunschweig	
Steven Davis	P
Steve Jones (A)	
Fran Lukacik	P
Craig Nelson	P
Noelia Rivera-Matos	P
Jessica Rossi	
Sean Sauer	P
Karen Schermerhorn	P
Jessica Ward	
Ted Wong	
Administrative Appointees & Alternates:	
Rikki Bardzik (A)	
Jody Bauer	P
Gary Bixby	P
Bill Bromley	P
S.K. Calkins	P
Arnold DiBlasi	P
Ellen Fernberger	P
Susan Hauck	P
Tom Hawk	
Sam Hirsch	
Allan Kobernick (A)	P
Gim Lim (A)	
Peter Margolis	P
Aileen Rollins (A)	
Jocelyn Sirkis (A)	
Jim Spiewak (A)	
David Watters	P

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- I. **Call to Order**

Jody Bauer, designated convener of the first TCC of 2013-14 called the meeting to order at 2:35PM on 9.18.2013
- II. **Attendance**

Attendance as noted on Page 1 of this document.
- III. **Electron of Co-Chair for the 2013-14 academic year (Action)**
 - a. **Nominations requested and received**
 - i. Craig Nelson
 - ii. Jody Bauer
 - b. **Vote taken – Approved Co-Chairs Craig Nelson and Jody Bauer**
 - c. **No Secretary appointed**
- IV. **Approval of minutes (Action)**

Delayed by consent due to lack of availability of the last 2012-13 minutes
- V. **Business (Informational)**
 - a. **Update requested on the Office 365 Active Directory Migration**
 - i. Jody Bauer provided a brief overview of the issues and upcoming functionality. SCCM (System Center Configuration Manager) is planned for the near future to assist in providing updates to workstations. This will assist with the lock-down group policy issue.
 - b. **Question related to “when will the college migrate to Office 2013 and Windows 8”**
 - i. Arnold DiBlasi responded by stating that any classroom software environment changes should be discussed prior to the term being requested. November 2013 will begin the discussions around the Spring 2014 master images for classrooms. Arnold stated that departments needing software changes should be coming to him for planning development. Anticipated possible migration during Fall 2014 with pilots during the summer of 2014.

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- c. Question related to the ability to add non-ccp personnel to the Canvas environment.
 - i. Issue from Craig Nelson: COD providing interpreters for students that have requested access to Canvas since the instructor is utilizing the LMS as a class supplement. Dean Hauck and Peter Margolis suggested that they follow up after the meeting. COD & Dean Bush will be contacted. S.K. Calkins reminded the group that non-ccp personnel can be associated with a vendor in Banner to produce an account.
- d. Question related to the organized high school students on campus and whether they are being informed of the AUP #307.
 - i. Master Charter, Dual Enrollment, etc are under age students that are on campus.
 - ii. It was requested that Jill Weitz review this procedure and liability concerns.
- e. Workstation Lock-down policy
 - i. A discussion of the enforcement of group policy within the AD environment.
 - ii. Jody Bauer stated that since the enforcement of the policy has reduced the number of desktide support needs for malware removal has diminished.
- f. Workstation installation of software
 - i. Craig Nelson brought up his need to install software at will to test for the future.
 - ii. Craig Nelson asked how long should a request take? 5 business days max but the expectation is within 48 hours.
- g. Jody Bauer made an announcement that on Sunday the 22nd the ITS department will begin blocking Peer-2-Peer traffic. Jody described the issue as a DCMA violation.
- h. Allan Kobernick requested that the committee look at the need for reminding faculty and staff of the "Fair Use" policy and the changes that have occurred over the last few years. This was stated in light of the DCMA violation mentioned.
- i. Eva Agbada stated that large file sharing issues could become a related issue. A discussion of the Secure FTP system was described as a possible solution.
- j. A request was made of the committee that these meetings not become a session for personal technology issues but one of general policy and planning.
- k. Jody Bauer stated that the 2013-17 Technology Plan was not complete and must be completed ASAP. She will circulate a draft for the committee's review.

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- I. Jody Bauer noted that a discussion around BYOD (Bring Your Own Device) will be a focus within the new Technology Plan.

VI. Adjournment @ 4:00PM

Next Meeting: October 16, 2013 2:30PM B2-26