

Ventura College Technology Committee

Tuesday, December 11, 2012

Technology Committee Members

Executive Sponsor: David Keebler -- VP Business Services

Chair: Grant Jones – Technology Support Supervisor

Members: Dave Fuhrmann; David Keebler; Maureen Eckl; Sandy Hajas; Connie Baker; Scot Rabe; David Oliver; Aaron McColpin; Marta De Jesus; Daniel Walsh; Nancy Cairns; Ayanna Gaines; Eric Martinsen; Sharla Fell; William Budke; Aurora De La Selva; Victoria Lugo; Denise Pope; Ken Drake

Agenda Items

1. Previous Meeting Minutes Questions?
2. Program Review Discussion
3. Technology Refresh Discussion.
4. SARS Update.
5. Lync VOIP phone system update.
6. Other Business?

Ventura College Technology Committee

Thursday, November 15, 2012

Special Meeting –Program Review Initiatives - Notes

1. Grant reviewed Tech Refresh for last year. CTS refreshed 150 PC's plus installed 55 thin clients. He asked if CTS should continue with the SSD drives plus ram.
2. Dave explained that "required" on the list means it is either a mandated or a safety mandate.
3. Sandy asked about licenses. Grant views it as a department driven. Dave said that when we fund a recurring license it means we will incur/reserve dollars for next year.
4. Grant will be reviewing and costing out requests. Some of the requests may be part of Tech Refresh, i.e. Guthrie Hall could take surplus gear, part of the cascade down. Requests for smart room are also part of Tech Refresh. Some of the initiative estimates are high. Some requests may be funded by other funds.

Grant will encourage the stakeholders to use the rubric to evaluate. He will talk to the stakeholders, discuss, bring options and propose. Stakeholders will approve or not.

5. Dave will have a cut off #. Connie suggested #27 which is at approximately \$400,000.

6. Recap of Funds:

Fund 113	\$ 76,948	Infrastructure
Fund 445	<u>196,703</u>	
	\$273,651	Total

Less: -150,000 Hold for Tech Refresh

\$123,651 For Program Review

Ventura College Technology Committee

Monday, October 8, 2012

Meeting Notes

1. There were no corrections or questions regarding the 09/10/12 meeting notes.
2. Gwen asked Grant about the SARS text message server. Grant explained that there was a delay in ordering the device that sends the messages. The device is the size of a keyboard and is installed on the rack. We will have to train staff. Students will have to sign up to receive text messages.
3. Grant was asked to find out how SARS can be connected to MyVCCCD so that counselors can view their SARS calendar by signing in to the Portal.
4. Grant said that Program Review started to “ramp up” with staff contacting him for quotes. Grant has received laptop requests from nursing and others. Victoria as if our committee will look at the Tech requests. Yes, they will be reviewed and prepped first by Grant (i.e. checking quotes). She also asked if the Foundation’s staff enhancement grants could fund tech requests. The answer is yes. Victoria and Connie asked about quotes. Grant replied that he started earlier this year. He said it was different because this year, staff believes the initiatives will be fulfilled.
5. Sandy began a discussion regarding the Beach’s laptops not staying connected to the Internet that included possible solutions.
6. There was a Phone System kick off meeting on 10/15. Grant said the last phone contract didn’t work out. We are with a new vendor and the project plan is progressing. Victoria as if this was included in the budget. Dave replied that it is and that the phones have been purchased. He and Grant reviewed the functionality of the new phone system. There is a project plan meeting 12/7/12.
7. The portal is having a facelift.
8. CTS is still working on Tech Refresh, replacing old drives with SSD drives and increasing memory. Victoria asked which PC’s qualify and Grant explained that they were doing the oldest computers first. He sends an email that these would get upgraded and then sends a follow-up email “if you have this, help is on the way.”
9. CTS had one training session for the PAC building and its control booth. There is another training 12/12 for the main theater.
10. Dave asked Grant about Omni Update and whether we were looking for other products. Grant replied, yes.
11. Dave spoke about the Adobe Professional. Licenses will be available to those who requested/needed this program. Professional has more features and can take a PDF table and export it to a spreadsheet. Dave said each area should have a person with a license. Grant will check for volume discounts.

I.T. Program Review Analysis 12-10-12

Line Number	Division Code	Program	Resource Category	Program Priority	Division Priority	Committee	College Priority	Initiative ID	Initiative Title	Resource Description	Estimated Cost	Adjusted Cost	Accumulative Cost	I.T. Rubric Rating	I.T. Comments
1	32	Tutoring Services Center	Computer Equipment	R	R			TSC1304	Update EAC station	Update EAC station	2,000	380	380	23	Use SSD upgrade kit. \$200/kit and \$180 for a 23" monitor.
2	33	Art	Computer Equipment	H	R			Art 1206	Annual maintenance agreement	Software licenses yearly contract Adobe for computer labs actually needs to be in regular operating budget. 17000 for 2 year contract	17,000	17,000	17,380	25	Ok, but this money should come out of the new "Infrastructure" account.
3	35	Transfer Center	Computer Equipment	R	H			TC1201	Collaborative - Purchase student data tracking system Q Less	Purchase a data collection station (i.e.. check-in computer/kiosk)	5,000	380	17,760	19	We suggest using CI Track like the gym and tutoring center uses. We would need to setup a SSD drive refreshed computer and monitor
4	35	Counseling	Computer Equipment	R	H			Coun1311	Collaborative - Convert Guthrie Hall into smart classroom to use for orientation	College orientations are required/mandated by SB1456 Seymour-Campbell Act 2012)	25,000	15,000	32,760	23	We can use some surplus gear, but would also need to do a lot of cabling and mounting work for this room.
5	35	EAC	Computer Equipment	H	H			EAC1301	Data storage for alt media	EAC needs to have a new and updated backups system for alternative media storage	516	5	32,765	24	Setup RAID external drive for John's immediate back up need "\$600". Eventually, utilize network storage after additional technical refresh storage is purchased and configured.
6	31	Environmental Science	Computer Equipment	H	H			ESRM1302	SCI-105 Workroom computer station	ESRM/ENGR/GIS Workroom for PT faculty	900	380	33,145	22	Use SSD upgrade kit. \$200/kit and \$180 for a 23" monitor.
7	36	Child Development	Computer Equipment	H	H			CD 12-04	Hitachi Projector for CD Classroom 38	Required to conduct classroom instruction for CD students	2,000	0	33,145	29	Have a spare in our surplus that we can use. Confirmed with Lester that the throw distance is correct.
8	31	Geography/GIS	Computer Equipment	H	H			GEOG1301	GIS software maintenance fee	Reinstate annual software maintenance fee to departmental budget, program cannot be conducted without this software.	2,145	2,145	35,290	24	Ok, but this money should come out of the new "Infrastructure" account.
9	35	Assessment/Matric	Computer Equipment	H	H			AM1301	Improve services to students	Purchase new computers for Administrative Assistant and Matriculation Specialist I	3,000	760	36,050	24	Use SSD upgrade kit. \$200/kit and \$180 for a 23" monitor.
10	31	Engineering	Computer Equipment	H	H			ENGR1304	Computer purchase for laboratory	Purchase 3 computers, printer and have network cable installed	6,200	4,800	40,850	21	Use SSD upgrade kit. \$200/kit and \$180 for a 23" monitor. Will leave \$3500 more for cabling and a printer.
11	35	Transfer Center	Computer Equipment	H	H			TC1304	Computer upgrades	Update computers/technology to improve online transfer services, workshops and data collection	8,000	8,000	48,850	30	Use existing "kiosk mode" thin-clients. Four thin-clients are already setup in that computer lab and are being tested. Waiting for Victoria L. to give the green light before replacing the rest. Would suggest using this money to purchase low-end computers for Steve M. "Testing Lab". His legacy software will not run on a thin-client.
12	33	Psychology and Sociology	Computer Equipment	H	H			PSY1301, PSY1304, PSY1305, Soc 1301	Improve student access to technology in the Psychology Laboratory	The Psychology Laboratory should currently have 50 notebook computers and 50 licenses to SPSS statistical software. This equipment needs to be maintained in computer and software refresh cycles SPSS Software Note: 2700 for computer replacements (May be needed if insurance does not replace) and a network printer. 7,000 for unlimited seat licenses of SPSS software and network printer	9,700	4,200	53,050	22	A high-end laser jet printer will only cost \$1500. Not sure if our insurance will cover the \$2700 for the two stolen laptops. Adjusted downward for the printer, but left the \$2700 for the laptops.
13	34	ESL	Computer Equipment	H	H			ESL 1203	17 laptops, a storage unit, and 30 headsets with mics	Laptops to complete a class set of 30, a unit to store and charge laptops	13,000	16,300	69,350	23	This cost will only cover the laptops. Adjusted upward for the laptop cart and headphones. \$2100 for the cart and \$1200 for the headphones. "\$40/headphone"
14	32	Library	Computer Equipment	H	H			LIB1201	LRC205 Laptops	Replace library instruction laptops with ones that have a stronger wifi network connection. The laptops we have do not hold the signal and often won't even connect to the wifi. This makes instruction very frustrating and difficult. This is a critical need.	54,000	0	69,350	22	John Wolfe and Ayanna Gaines are testing a new laptop image for the current laptops. We have replaced the WAP's in that room recently but this connection issue still persists. If the next image doesn't address the issue, we can look at getting new laptops or wiring that room.
15	33	Music	Computer Equipment	M	H			Mus 1310	I-MAC computers	For use in ticket offices for Helen Yunker Auditorium and Studio Theater. Approx. 2,700 plus printer and ink additional 2,500	6,300				Not considering since the program and division ranking is not high or required.
16	33	Music	Computer Equipment	M	H			MUS 1311	I-MAC computers with Music software rooms PAC- 140, PAC-146, and PAC-150.	To be used for instructional use, library, both Full Time and Part Time faculty	7,500				Not considering since the program and division ranking is not high or required.
17	35	Admissions and Records	Computer Equipment	H	M			AR1302	Maintain adequate staffing in A&R	Replace computer used for SEVIS/UCIS reporting	1,400				Not considering since the program and division ranking is not high or required.
18	35	Career Center	Computer Equipment	H	M			CS1203	Continued support for NACE online job posting software	Support NACE licensure for 2013-14	2,500				Not considering since the program and division ranking is not high or required.

I.T. Program Review Analysis 12-10-12

19	32	Learning Center	Computer Equipment	H	M		LRC1301	Equipment Upgrade	Printers, LCD, Laptops	6,940				Not considering since the program and division ranking is not high or required.
20	35	Counseling	Computer Equipment	H	M		Coun1205	Upgrade equipment	Update computers and purchase scanners and color printers	7,000				Not considering since the program and division ranking is not high or required.
21	36	Business	Computer Equipment	H	M		MA 13-03	Medical Billing & Insurance Laptops (80)	Laptops are required to run Medisoft Patient Management Software for the BUS V26, V29 & V97 classes on campus & at Santa Paula Campus (Perkins)	42,000				Not considering since the program and division ranking is not high or required.
22	31	Geography/GIS	Computer Equipment	M	M		GEOG1203	Update SCI-113 computers (5 existing plus add 1 new)	Add one group use computer and put all (5+1 new) on update cycle with CTS	900				Not considering since the program and division ranking is not high or required.
23	31	Geology	Computer Equipment	M	M		GEOL1302	SCI-120 Workroom computer station	Set up workstation for lab tech and part-timers	900				Not considering since the program and division ranking is not high or required.
24	35	EAC	Computer Equipment	M	M		EAC1302	Updated technology for Alt Media	Purchase IPAD	900				Not considering since the program and division ranking is not high or required.
25	31	Computer Science	Computer Equipment	M	M		CS1301	projector and screen for SCI-225/226	The projector in SCI-225/226 is not permanent mounted and it is very dim. A ceiling mounted projector and permanent screen with a much brighter projector is needed.	1,750				Not considering since the program and division ranking is not high or required.
26	33	Dance, Theater	Computer Equipment	M	M		TH 1309	Mac Pro computer	To record photos of performances - Approx. 2,700 plus printer and ink additional 2,500	6,300				Not considering since the program and division ranking is not high or required.
27	35	EOPS	Computer Equipment	L	M		EOPS1203	Information Technology Access	Ability to pull data from BANNER into an ACCESS database	-				Not considering since the program and division ranking is not high or required.
28	35	Financial Aid	Computer Equipment	H	L		FA1301	Loan default management system	Implement USA Funds Borrower connect and life skills program	-				Not considering since the program and division ranking is not high or required.
29	35	Cal Works	Computer Equipment	H	L		CW1202	same as TC1201	Upgrade SARS to include card swipe	10,000				Not considering since the program and division ranking is not high or required.
30	36	Criminal Justice	Computer Equipment	H	L		CJ 13-01	Stero-microscopes for Forensic laboratory (8)	Microscopes to update Forensic Lab for class instruction - \$1,500 ea X 8 + \$2,000 faculty training (Perkins)	14,000				Not considering since the program and division ranking is not high or required.
31	35	Counseling	Computer Equipment	M	L		Coun1203	Train counselors in D2L to offer online GW courses	Counselors will be trained to teach online	-				Not considering since the program and division ranking is not high or required.
32	35	Career Center	Computer Equipment	M	L		CS1304	Update and improve career exploration software	Replace KUDER with updated program for career exploration	3,500				Not considering since the program and division ranking is not high or required.
33	35	EOPS	Computer Equipment	M	L		EOPS1204	Replace computers and equipment	Replace staff desktops, laptops and copy machine	10,000				Not considering since the program and division ranking is not high or required.
34	32	Library	Computer Equipment	L	L		LIB1201	LRC205 Wireless Access Point	Replace WAP borrowed from Sandy Hajas	150				Not considering since the program and division ranking is not high or required.
38	35	Counseling	Computer Equipment	H			Coun1202	Data Collection System	Purchase student services data collection system	24,000				Not considering since the program and division ranking is not high or required.

I.T. Technical Refresh Recommendations FY13-14

**We usually try to refresh approximately 10% of the computers that we have on campus “~1500”*

- A. 150 - 23” Monitors at \$180/monitor = \$27,000
- B. 150 - SSC Drive Kits With 2GB RAM at \$300/kit = \$45,000
- C. 10 - Dell 9010 computers with monitors for hardware failures and last minute requests
at \$1200/desktop-monitor = \$12,000
- D. 10 – Hitachi projectors for hardware failures and to upgrade legacy projectors in older
smart classrooms at \$850/projector = \$8,500.
- E. 10 TB – Extra network storage for shared drives on the network = \$10,000.
- F. 1 – Gigabit switch for faster ghosting of computers in computer lab = \$5,000.
- G. 3 – Dell 9010 tower computers for ghosting lab at \$1500/computer = \$4,500.

Total = \$112,000

Ventura College Lync Project Plan

Task ID	Task Description	Site	Task Lead(s)	Start Date	Target Date	Status	KPI "Overdue"	Notes
AudioCodes Gateways								
1	Work with AT&T to separate DID blocks on 2 PRIs	VC	Mark Smith	11/26/2012	12/14/2012	Done	✓	
2	Install gateway on PRI circuit with 289-61xx and 289-62xx	VC	David Field, Mark Smith	11/26/2012	12/14/2012	Done	✓	Issue with calling extensions at remote sites has been resolved
3	Confirm and update support for AudioCodes gateways	All	Dave Fuhrmann	11/26/2012	12/14/2012	Done	✓	
4	Confirm that we have correct AudioCodes LS/GS cards	VC	Mark Smith	11/26/2012	12/14/2012	In Progress	●	Tech support logins issued by AudioCodes
5	Install second gateway on other PRI circuit	VC	David Field, Mark Smith	11/26/2012	12/21/2012	Not started	●	
6	Install SBA gateway at Santa Paula	SP	David Field, Mark Smith	11/26/2012	12/21/2012	Not started	●	
7	Upgrade gateways at VC to SBA?	VC	Dave Fuhrmann, David Langlois	TBD	TBD	Done	✓	David Field confirmed that current gateways will meet our needs
8	Install MP124 analog gateway for Ventura	VC	Mark Smith	11/26/2012	12/21/2012	In Progress	●	One gateway installed, to be tested; order more gateways later
9	Install 100-pair gas-fuse block in MDF in SSC	VC	Mark Smith	11/26/2012	12/21/2012	Done	✓	
10	Reconfigure SBA gateway at Camarillo	Cam	David Field, Mark Smith	11/26/2012	12/21/2012	Not started	●	
11	Install SBA gateway at Moorpark	MC	David Field, Mark Smith	12/1/2012	12/21/2012	In Progress	●	
12	Install MP124 analog gateway for Moorpark	MC	Mark Smith	12/1/2012	12/21/2012	In Progress	●	One gateway installed, to be tested; order more gateways later
13	Install 100-pair gas-fuse block in MDF in Admin	MC	Mark Smith	12/1/2012	12/21/2012	Not started	●	
14	Install SBA gateway at Oxnard	OC	David Field, Mark Smith	TBD	TBD	Not started	●	
15	Install MP124 analog gateway for Oxnard	OC	Mark Smith	TBD	TBD	Not started	●	
16	Install 100-pair gas-fuse block in MDF in LRC	OC	Mark Smith	TBD	TBD	Not started	●	
Telecommunications & Network								
17	Provide QoS details on Lync clients in HP Procurve, Aruba, Juniper, Palo Alto	All	David Field	11/26/2012	12/14/2012	In Progress	●	
18	Patch Nortel Systems at all sites	All	Mark Smith	11/26/2012	12/31/2012	In Progress	●	
19	Provide the numbering plan for Nortel systems	All	Mark Smith	11/26/2012	12/21/2012	In Progress	●	
20	Verify the ISDN protocols used on the Nortel currently	All	Mark Smith	11/26/2012	12/14/2012	Done	✓	
21	IAS to determine what the cost would be of managing the nortel changes through their own resources	All	David Field	11/26/2012	12/14/2012	Cancelled	✓	For now, we will rely on Continuant for Nortel assistance
22	Determine costs of SIP versus COT/PRI	All	Dave Fuhrmann, David Langlois	11/26/2012	12/14/2012	In Progress	●	Discussions begun with third party consultant
23	Ask AT&T if 652-55xx block can be ported to VC	DAC	Dave Fuhrmann	11/26/2012	12/14/2012	In Progress	●	Inquiry sent to Gina Mullen at AT&T
24	Order new DID number blocks	MC	Dave Fuhrmann	11/26/2012	12/21/2012	Not started	●	Need number plan first before we can request new DID blocks
25	Order new DID number blocks	OC	Dave Fuhrmann	11/26/2012	12/21/2012	Not started	●	AT&T or Verizon?
Lync								
26	Program call routing in Lync	VC	David Field, Mark Smith	11/26/2012	1/31/2013	In Progress	●	Need full numbering plan to complete
27	Document the physical and virtual server infrastructure	VC	Mike Alexander	11/26/2012	12/14/2012	Done	✓	
28	Order and install the SAN certificate(s)	VC	Mike Alexander	11/26/2012	12/14/2012	In Progress	✓	
29	Migrate Mediation servers to physical servers	VC	Mike Alexander	11/26/2012	12/14/2012	Done	✓	
30	Migrate UM server to physical server	VC	Mike Alexander	11/26/2012	12/21/2012	Done	✓	Will leave on VM
31	Install Edge servers	VC	Mike Alexander	11/26/2012	12/21/2012	Waiting on hardware	●	Will install VMs for now
32	Order load balancers	VC	Dave Fuhrmann	11/26/2012	12/21/2012	Hold	●	Will probably order Citrix load balancers, but decision not final
33	Set up backup for all Lync servers	VC	Mike Alexander	11/26/2012	12/21/2012	In Progress	●	
34	Implement monitoring tools for Lync servers	VC	Mike Alexander	11/26/2012	1/31/2013	Not started	●	
35	Discuss client policy for outside access for web URL's so we don't overwhelm the front ends with requests	All	Dave Fuhrmann	11/26/2012	12/14/2012	In Progress	●	
36	Document the auto-attendant structure at VC	VC	Victory Kitamura	11/26/2012	12/14/2012	Done	✓	
37	Determine if we can export the WAV files from callpilot to bring them into Exchange.	VC	Victory Kitamura	11/26/2012	12/14/2012	In Progress	●	
38	Meet with users to review auto-attendant structure	VC	Victory Kitamura, Grant Jones	11/26/2012	12/14/2012	In Progress	●	Met with VC management on 12-7-12. Need to meet with department stakeholders to discuss auto-attendant dialog updates.
39	Build auto-attendant structure in Lync	VC	Victory Kitamura, Richard Pressler	11/26/2012	1/31/2013	Not started	●	
40	Document the auto-attendant structure at OC	OC	Victory Kitamura	11/26/2012	1/31/2013	Not started	●	
41	Document the auto-attendant structure at MC	MC	Victory Kitamura	11/26/2012	1/31/2013	Not started	●	
42	Take inventory for a physical handset count to order phones. Provide a spreadsheet of these users.	VC	Reuben Asahan	7/2/2012	1/31/2013	In Progress	●	We need to refine list to determine USB vs. PoE phones, plus headset needs
43	Take inventory of all special analog lines on campus "elevator phones, alarms etc..." Provide a spreadsheet of these lines.	VC	Reuben Asahan, Mark Smith	7/2/2012	1/31/2013	In Progress	●	
44	Load Lync client and cameras on a test group of VIP's on campus. Will upgrade all users in the administration building for this test case.	VC	Reuben Asahan	7/2/2012	8/2/2012	Done	✓	
45	Create Lync client cookbook, email .pdf document to VC users	VC	Victory Kitamura	7/2/2012	7/20/2012	Done	✓	
46	Setup VC, IT staff with Lync client for testing	VC	Reuben Asahan	7/2/2012	8/13/2012	Done	✓	
47	Push out Lync client to all users	VC	Mike Alexander	12/1/2012	1/31/2013	Not started	●	Will manually install client for 50 test users to start
48	Setup and deploy Lync handsets to all VC users	VC	Reuben Asahan	11/26/2012	3/30/2013	In Progress	●	
49	Take inventory for a physical handset count to order phones. Provide a spreadsheet of users.	OC	Krishna Juarez	11/26/2012	12/21/2012	Not started	●	
50	Take inventory for a physical handset count to order phones. Provide a spreadsheet of users.	MC	Ivan Small	11/26/2012	12/21/2012	Not started	●	
51	Troubleshoot and draft a method to use Lync client on a non-AD machine.	All	Victory Kitamura	12/3/2012	12/21/2012	In Progress	●	

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: TSC-1304

Initiative Title: Update EAC Station

Program: Tutoring Services Center

Division: 32

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	5
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	4
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		23

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: ESRM-1302

Initiative Title: SCI-105 Workroom Computer Station

Program: Environmental Science

Division: 31

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	x
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	x
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	x
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	x
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	x
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	x
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	x
			Total Score		x

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: TC-1304

Initiative Title: Computer Upgrades

Program: Transfer Center

Division: 35

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	3
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	8
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	4
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	3
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	4
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	4
			Total Score		30

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: TC-1201

Initiative Title: Collaborative Purchase Student Data Collection Software

Program: Transfer Center

Division: 35

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	1
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	2
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	4
			Total Score		19

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: PSY1301-1304-1305-SOC-1301

Initiative Title: Improve Student Access To Technology...

Program: Psychology/Sociology

Division: 33

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	3
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	1
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	4
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	4
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		22

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: LIB-1201

Initiative Title: LRC-205 Laptops

Program: Library

Division: 32

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	6
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	2
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	1
			Total Score		22

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: GEOG-1301

Initiative Title: GIS Software Maintenance fee.

Program: Geography-GIS

Division: 31

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	10
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	2
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	2
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		24

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: ESRM-1302

Initiative Title: SCI-105 Workroom Computer Station

Program: Environmental Science

Division: 31

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	3
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		22

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: ESL-1203

Initiative Title: 17 Laptops, storage unit and 30 headphones.

Program: ESL

Division: 34

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	3
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	5
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		23

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: ENGR-1304

Initiative Title: Computer Purchase For Lab

Program: Engineering

Division: 31

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	2
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		21

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: EAC-1301

Initiative Title: Data Storage for alt media

Program: EAC

Division: 35

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	4
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	5
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	3
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	4
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		24

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: Coun1311

Initiative Title: Collaborative - Convert Guthrie Hall into smart classroom to use for orientation.

Program: Counseling

Division: 35

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	5
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	4
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	3
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		23

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: CD-1204

Initiative Title: Hitachi Projector for CD Classroom 38

Program: Child Development

Division: 36

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	5
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	6
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	5
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	4
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	5
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	2
			Total Score		29

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: Art-1206

Initiative Title: Annual Maintenance Agreement

Program: Art

Division: 33

Rater: Grant Jones

Date: 12-10-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	5
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	10
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	3
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	2
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	1
			Total Score		25

Ventura College – Program Review Process

Technology Request Ranking Rubric (computer related)

Initiative ID: AM-1301

Initiative Title: Improve Student Services

Program: Assessment

Division: 35

Rater: Grant Jones

Date: 12-11-12

Trait	Low (1 point)	Medium (2 or 3 points)	High (4 or 5 points)	Weight	Score
Division's Program Review Ranking	Low	Medium	High or Required	1	2
Alignment to the Technology Master Plan	Does not align to the technology master plan's standards, projects, or directions.	Aligns with the technology master plan's standards, projects or directions.	Is aligned with one of the technology master plan's projects scheduled implementation.	1	2
Criticality Impact on the Learning or Operating Environment	Supplemental to the critical path. Provides additional value to the program activity but is not required to satisfactorily complete the activity.	Required technology to complete the critical path. Some redundant or alternative technologies are available.	Essential technology in the critical path (no redundancy). If this technology is not properly functioning the program's activities stop.	2	6
Life Cycle	The existing technology is within the first 50% of its expected useful life.	The existing technology is within the last 50% of its expected useful life.	The existing technology exceeds its expected useful life.	1	2
Costs/Benefits	High costs to expected benefits.	Normal costs to expected benefits.	Low costs to expected benefits.	1	2
Sustainability Recurring Costs	Requires substantial additional maintenance or licensing budget.	Requires some additional maintenance or licensing budget.	Maintenance or licensing costs are already budgeted.	1	4
Innovation	Maintains the status quo.	Integrates or optimizes existing technologies.	Creates the potential to significantly improve the current learning, services, or operating environment.	2	6
			Total Score		24