**Ventura College Technology Advisory Group**

DRAFT-Meeting Minutes 2017-18 Academic Year

Monday, February 12, 2018 CCCR

Present: Ken Drake, Grant Jones, Gwen Lewis-Huddleston, Michael McCain, Matthew Moore, AJ Naderi, Saliha Sha, Rick Trevino, Yia Vang, Dan Walsh

Recorder: M. Jacobs

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| **Agenda Item** | **Summary of Discussion** | **Action** |
| **Call to Order** | Grant called the meeting to order at approximately 2:00 p.m. |  |
| **Approval of Minutes** | Minutes were approved by consensus. |  |
| **Security Awareness** | Grant told the group that the college needs and he may suggest security awareness training. |  |
| **Testing Center Requirements** | Matthew said that Gwen wants webcams for the testing center to watch students taking tests. He said that the Beach is not good webcams because too many people are passing by.  |  |
| **2017-18 Final Program Review Ranking** | Grant and the group continued reviewing the initiatives beginning with number 23 through the end. Grant will send out the final list to the group and to the Executive Team. |  |
| **Create New Goals for 2018-19** | The group discussed the current and next year’s goals:1. Ken suggested centrally controlled, integrated management for digital kiosks. There are ways to have cloud-based software manage the kiosks.
2. Rick suggested developing a pricing and feasibility template for initiatives.
3. Yia spoke about campus safety technology:
4. Grant played the RAVE program video. He has suggested this to Administrative Council for all staff. It costs $12,000/year.
5. Grant told the group about Kaseya network protection.
6. Gwen asked about the testing center and suggested video supervision and proctors.

The following goals were suggested for 2018-19:1. Explore centralized digital signage management options.
2. Verify pricing and feasibility of all approved program review initiatives.
3. Support district IT with the implementation of a campus wide emergency broadcast speaker system.
4. Design and implement a dedicated facility for all campus testing needs.
5. Explore the feasibility of “a distance education technology award” for faculty who teach the majority of their classes online.
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| **Adjournment/Next Meeting** | Grant adjourned the meeting at approximately 3:00 p.m. The next meeting is 3/12/18 |  |

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