Present: Dee Martin, Allen Sinner, Molly Lynch, Lucinda Miller, Kevin Kelley, Carol Sinwell, Miguel Garcia, Dave Lavis, William Gary, Steve Sachs

**Update on Computer Replacements**

NVCC has bought 7500 computers during different years and they are replaced every 4 years.
We try to balance computer replacement across different years to avoid excess replacement costs in any one year. We are proceeding to implement the 09-10 Computer Plan as approved by the ITC and Administrative Council last fall. Dr. Sachs anticipates it will take 3 years to totally implement the move to wireless for faculty and staff. One aspect of the plan that has not been finalized is the central purchase of cellular data cards for staff. Something for consideration by the committee is should we fund that centrally? The committee did not express interest in funding centrally.

**Update on Classroom Phone Project**

Last year we made an effort to get telephones in all classrooms for use in an emergency. We are finding that the coverage was not as complete as we planned. Purchasing of an additional 150 telephones is an unexpected expense that will be funded centrally this year. There is much discussion going on college wide regarding locations where telephones should be installed.

**Review Tech Plan Budget**

We will be completing 95% of campus coverage for wireless by this summer. This is being accomplished by bringing in contractors to assure this.

IT is also working to be sure at least 75% of classrooms have document cameras this year and working to standardize equipment college wide.

Instructional software requests deadline is the end of January.

Dr. Sachs office is working to expand our digital imaging capabilities. It is already used extensively in student services, HR and financial offices. We will be identifying some additional key administrative offices to implement its use.

IT is exploring alternatives to individual desktop computers with network computing. Dr. Sachs benchmarked where we stood on our Strategic Plan at the first of this year in preparation for next years planning.

**Potential Issues for Students, Faculty & Staff**
We will survey students regarding access to computers and technology to include smart phones and cell phones? Questions to be asked: Do students use and are they comfortable with Bb? What social networks do they participate in?

Initial planning for next year.

Dr. Sachs asked that the Committee consider what specific things to add for consideration in next year’s plan. The plan has to be forwarded to Administrative Council in May for timely submission to the VCCS. Time is needed to work up cost estimates for final consideration.

There will be an early draft of the Technology Plan for consideration at next the meeting. Things to consider for inclusion will be: a trainer specifically for PeopleSoft; Kiosks; emergency planning costs.; replacement of main computer room UPS which would cost approximately $70,000; College-wide online student evaluation system; and Symposium for classrooms.

VCCS Recommendations on sending sensitive information via email

Policy has been that sensitive information not be sent via email. VCCS Technology Council directed staff to find a solution for the times that it is necessary. Word can be encrypted for sending through email. You then must call the person to provide password. That makes this approach impractical for large institutions. The Tech Council is still investigating solutions.

Other Issues

No other issue came up.