Northern Virginia Community College  
Information Technology Committee  
February 23, 2018  

eMeeting Minutes

Present: Shahrokh Ahmadi, Teba Aljumaili, Christian Bartley, Barbara Canfield, Jacqueline Gage, Jennifer Lerner, Jill Mitchell, Steve Sachs (chair), Allen Sinner, Scott Wood

Minutes of the January 19 meeting were approved.

The committee discussed the funding of curriculum software requests during December and January. It was decided to fund all the software that met the criteria, even those that the Deans classified as “Useful”. Even though the total amount requested exceeded the amount budgeted in the technology plan, there was enough money to cover the cost since the actual cost of the Adobe license was significant under budget. The difference in the Adobe cost was due to the change in licensing by the VCCS. The terms of the site license reduced the number of copies we can install (which still met the college need), which resulted in a cost reduction.

Dr. Sachs gave a brief report on 2018-2019 technology planning. In prior years, the committee would have started drafting the FY19 technology plan at this meeting. However, the college provided some additional end of year funding to help with infrastructure and to allow us to pre-pay a number of items in the plan for next year. There were so many unknowns at this point, it would not be practical to look at a draft. There would end up being too many changes. Instead, we will work on the draft at the next committee meeting. That draft will go out for college-wide comment and review. A final plan must go to Administrative Council in May. Dr. Sachs also reported that only a couple of suggestions were received for consideration in the FY19 plan.

Dr. Sachs gave an update on items from the Winter VCCS Technology Council meeting and an overview of upcoming VCCS initiatives and major upgrades. Highlights included:

- The current acting Vice Chancellor for IT will step down March 1, and a nationwide search will begin for a replacement.
- A new VCCS-wide mobile strategy has been proposed that will provide a replacement for the old VCCS mobile central. This will provide an easy to set up mobile-friendly quick-pick link for each of the most used web functions. It will be customizable to the college colors and name.
- The new VCCS online application will go live in April.
- The VCCS is continuing to expand shared services in the IT security area to take responsibility and work off the staff at the colleges. The latest addition is directed at maintaining accounts, access to systems, removing access for employees that leave, etc. NOVA is currently a part of these shared service functions.
- More work needs to be done looking at the overall VCCS ERP (PeopleSoft strategy) and its impact on the colleges, e.g. time for college staff to revise reports and queries, fix bolt-on programs, etc. It is not enough for the VCCS to just plan for the upgrade at the system level since it has impacts on the college technical staff as well.
- Among the major systems undergoing significant upgrades or replacement over the next two years are the online Library System, Learning Management System, AIS, SIS, and the identity
management system that drives the login and security for major VCCS systems for faculty, staff, and students.

The committee continued work on the IT Strategic Plan by reviewed the list of goals to combine and edit them from the list generated at the prior meeting. The goal was to get a better set of high-level general goals that would provide the framework for the more specific measurable goal statements to be developed.

The committee decided to cancel the planned March 2 meeting, and reschedule it for late March or early April. The other meetings already scheduled remain unchanged.