

MEMORANDUM

TO: Dr. R. Ray D. Somera, Vice President for Academic Affairs

FROM: CTC

DATE: 5/9/15

SUBJECT: Governance Committees' Year End Report for AY 2016-2017

Instructions: Update the committee's accomplishments for the 2016-2017 year. Complete the self-assessment. Make recommendations for 2017-2018 for this or other committees.

NOTE: The committee chair (co-chairs) is (are) responsible for completing reports following dialogue with the committee. As a committee, please assess progress toward these goals. Assessment of the committee's progress toward these goals is a critical part of the annual cycle of assessment where outcomes lead to change and improvement.

- College Technology Committee
- **ADMIN-** Paul Healy-Chair, Frank Camacho-Past Chair, Marlena Montague, Wesley Gima
- **FACULTY-** Terry Kuper, Michael Setzer II, Bob Neff
- **STAFF-** Ana Mari Atoigue, Christopher Camacho, Tara Pascua, Jonah Concepcion
- **Student Representative-** Luke Fernandez

Initiatives		Completed	Carried Forward	Will Not Pursue	Status Description
1.	Antivirus Comparison Study	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ongoing research
2.	CIP Project - Fiber Optic Cable Burial	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Part of BOT alternative projects
3.	Classroom Technology Standard	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Recommended by CTC, but pending changes
4.	Cloud Software Impact and Guidelines (Infrastructure dependencies - Internet lines, Disaster Recovery, Remote Services)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submitted and approved for FY2017 Budget for ERP in the Cloud; MyGCC DR & Basic BANNER INB DR site completed.

5.	EA/ITSP Institutional Adoption	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Living documents with ongoing bi-annual updates
6.	E-Books	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Policy Recommendation by CTC pending forwarding to CGC and college adoption
7.	Institutional-wide Process for Upgrading	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Classroom Technology Standards draft completed
8.	IPv6 Research & Implementation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	APNIC already allocated IPv6 addresses for GCC, PenTest conducted, currently pursuing Firewall and Routers upgrades, with ongoing research
9.	Multimedia projector project	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Upgrades and new ones installed throughout the campus and at satellite, new bid on the way for more
10.	PC Bid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Awarded and procurement information available online
11.	Upgrade Schedules – Lab TC1221 [D2, D3, D10, A27] / Mac Labs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TC1221 completed, D2, D3, D10, A27 PCs procured and scheduled install prior to SU2016 start
12.	VDI – Virtual Desktop Infrastructure - Candidate Labs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Demo conducted, ongoing research and discussions
13.	Vending Printer / Copier at Open Lab	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CTC Recommended pending availability of budget
14.	Technology Fee Budget	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CTC Recommended to cover MIS' Lab Operations and Upgrades

Self Assessment

- To what degree has the committee met its roles and responsibilities?
Fair degree. Not a lot of IT issues were encountered that are not already being addressed.
- How could the committee improve its effectiveness in regard to meeting its roles and responsibilities?
More input, guidance, and support from upper management in the direction the college should pursue in IT matters. More attendance and substantial participation and concrete evidence of work from all members. More support of the committee's IT recommendations.
- How effective was the committee in completing its goals?

Although progress is being made in most of the goals, only 4 out of 14 can be considered completed; however, 2 of the 4 are continuing with additional work involved.

- How might the committee improve its effectiveness in regard to accomplishing its initiatives?
More meetings and longer meeting times and with solid attendance, participation, and commitment to deadlines for those given work assignments.
- What resources are needed to assist the committee in achieving its goals?
More time for meetings, and face-to-face invitational meetings with upper management to better communicate initiatives, get guidance, and garner support.
- List the committee's recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.
Increase student representatives to 4 and allow all four to vote on all motions.

Recommendations

- What topics should be addressed by this committee next year?
Upgrades & Maintenance: Mac Labs, PC Labs, Multimedia Equipment, Network Equipment
Uniformed Technology between employee offices and computer labs
Increase bandwidth throughput and better ISP bandwidth balancing
Increase wireless accessibility
Mobile applications and devices
Cloud ERP (BANNER / MyGCC Optimizatio) and Cloud applications (Office 365, Google Services Expansions, Cloud Licensing)
Increase network and systems security
Campus VoIP Implementation
- Are there any additional roles or responsibilities this committee should be addressing?
 - 1) Have a participatory role of facilities (plants, buildings, communications) infrastructure construction projects that will allow the committee to review for opportunities to improve the technology infrastructure (especially when it comes to renovations, trenching, building and ground conduits, systems connectivity for A/C's, Photovoltaics, Generators, and energy efficiency systems, etc.)
 - 2) Have a participatory role in the review of IT-related budgets of administrative and academic departments in order to better plan for the standardization and uniformed upgrades in the network, bandwidth, and employees offices and student lab systems.
- What issues, initiatives or work has the committee identified that other committee(s) and/or departments should address next year?
Curriculum planning and/or upgrades in all areas of Information and Instructional Technology that impact the types of services, subscriptions, equipment, books, testing systems, and other resources to be procured. We need to better plan so that departments do not procure online services or subscriptions that negatively impact network or Internet

bandwidth, and network security. We need to better plan the purchases of equipment so that all aspects of that equipment is addressed such as installation requirements, user and technical training, to warranty and technical support, etc. We need to better plan how we purchase books and the types of books (eBooks) that require certain versions and number of licenses of applications software, (i.e. Accounting QuickBooks, MS Office, Adobe, Assistive Technology, eCASAS, etc.), operating systems, and/or dedicated bandwidth, etc..

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