



UH / Maui Community College

Technical Support Committee

http://www2.hawaii.edu/~swansons/TSC_notes/tsc_home.html

Meeting Notes: 28 Sep 2005

Members Present: Diane Meyer, Sandra Swanson, Margaret Phanes, Mike Albert, Steve George, Jon Lightfoot, Rick Miller, Robert Wehrman, Debbie Winkler, flo wiger, Greg Voelker (for Lisa Sepa)

Members Absent:

Guests: Dorothy Pyle, Mike Takemoto

Recorder: Margaret Phanes acted as meeting recorder, mahalo Margaret.

UNFINISHED BUSINESS:

Computer Replacement Policy: (Bob)

- The MCC Academic Senate, at its 16 Sep. 2005 meeting, approved the concept of a \$3/credit hour technology fee.
- Bob advised that, at their 19 May 2005 meeting, the UH Board of Regents stated that technology fees may be imposed by individual campuses.
- MCC's Executive Committee recommends that the matter be brought before the Associated Students of MCC. Bob will take this to the ASMCC.
- Before taking the matter back to the MCC Executive Committee a justification must be researched and prepared.
- flo will take the matter to the Council of Chief Academic Officers.
- The Committee expressed its concern about the future of MCC's technology infrastructure without some form of technology fee or budget increases.

Action: Tabled pending Bob's meetings w/ ASMCC.

Adobe Acrobat License: (Steve)

- Steve has suggested that 25 Professional and 50 Standard Adobe Acrobat licenses be obtained.
- Don Ainsworth is arranging funding, which should be in place by mid October.
- Diane has a list of those who have a need for this software. Additional allocations should be on the basis of need. Those interested in having a license should direct their request to the TSC, which will form an *ad hoc* group to review.

Action: Tabled pending review of license requests.

Wireless Network Access Fees: (Rick)

- Brian Hieda of RDP has investigated the feasibility of this and reports it is technically practicable.
- Rick will work with Brian and David Tamanaha to devise a plan of implementation.

Action: Tabled pending progress report by Rick.

Pharos Charges via Wireless: (Rick)

- Steve reports that the latest Pharos upgrade supports this. The software is scheduled for installation during the Fall 2005 semester.
- Rick & Steve will investigate implementation.

Action: Tabled pending progress reports.

Carpool Signup on MCC Website: (Rick)

- Rick advised that RDP is willing to fund a pilot.
- Rick will implement this for the Spring 2006 semester as a BCIS student class project.

Action: Closed pending further report.

Internet Access in Art Classrooms: (Dorothy Pyle / Mike Takemoto)

- Dorothy and Mike briefed the Committee on the need for network connectivity in the art classrooms.
- Steve advised that required hardware is available to wire the classrooms and hopes to have the installation complete by the end of the first week in October. The installation will include an Internet connection for the instructor's presentation computer.
- Mike and Jennifer Owen share an office and computer. They would like an additional computer. Steve will try to find a working computer.
- To better interface with Digital Media software, additional interfaces may be needed. Margaret will share her knowledge and experience with the Art Department.

Action: Closed.

Ka`a`ike & Library UPS: (Steve)

- The maintenance contract for the Ka`a`ike UPS has been let. Once received, the vendor will order the necessary supplies and upgrade the system.
- Mike has purchased a small UPS to power the Media Services' mission vital equipment in the library. Additional UPS for the library are not budgeted.
- The UPS in KaLama and Kupa`a will not be maintained due to budget cuts.

Action: Tabled pending Steve's report.

NEW BUSINESS:**Computer and Media PM:** (Sandra for Vinnie Linares)

- Sandra received an e-mail from Vinnie asking if Media and Computer Services are still performing checks of all classroom technology equipment prior to and during semesters.
- Mike reported that all Media Services equipment (Elmos, projectors, etc.) are checked before each semester, and on a scheduled basis during the semester (each classroom is checked about once a month depending on available manpower).
- Steve reported that Computing Services follows a similar schedule, but is suffering from manpower shortages.
- Both Mike and Steve stressed the importance of letting them know of equipment that requires attention and not rely on the regular checks to reveal problems.
- Rick expressed appreciation for the work Media Services did in KaLama 103. The detailed instructions are a big help.
- The Committee suggested that stickers be put on each piece of equipment that shows the date of each inspection and the initials of the technician.

Action: Closed.

Support for Non-WinTel PCs: (Bob, Ki'ope Raymond)

- Bob (& Ki'ope via e-mail) questioned the policy that does not provide software and support for computers that do not run Windows on x86-powered (WinTel) computers. At the last TSC meeting it was stated that non-WinTel software is the responsibility of each Department.
- Bob reported that Macintosh computers are supported at both Kapi`olani CC and UH Mānoa.
- Rick reported that the Windows software (Office suite) are supported by textbook publishers.
- flo will investigate the inclusion of non-WinTel software in the instructional budget. It was noted that this would be easier to resolve with the approval of a technology fee.

Action: Closed.

VoIP: (Rick)

- Rick asked if there has been any investigation of the feasibility of using the Internet to provide long-distance telephone service (Voice over Internet Protocol).
- Steve advised he believes that ITS at Mānoa is looking into this technology. He will check with them.
- Sandra advised that calls to Mānoa can be made using their toll-free number (866-956-8111).

Action: Tabled pending Steve's report.

MCC Gift Card: (Bob)

- Bob suggested that MCC "gift cards" be sold that could be redeemed for tuition, Pa`ina purchases, or Pharos printing. Is this "do-able"?
- Rick stated that he is not certain the Business Office is set up to handle this. He will investigate if this can be done.
- Additional equipment will be required at the Business Office. Also, personnel will have to be available to sell and redeem the gift cards.
- All agreed that some creative solutions may be needed.

Action: Tabled pending Rick's report.

Pharos Account Status: (Diane)

- Diane inquired as to the status of the Pharos account
- Debbie advised that funds have been encumbered for the monthly lease payments through January 2006. Also, paperwork is in progress to encumber funds for the annual Pharos license.
- The loan is scheduled to be paid off in early 2007. It is possible that the loan might be paid earlier if funds are available.
- Diane will contact David Tamanaha to get a current account status.

Action: Tabled pending Diane's report.

OTHER BUSINESS:

None

Adjournment: The Committee stood adjourned @ 1631

Next Meeting: The next scheduled Technical Support Committee meeting will convene at 1500, **Wednesday, 12 October 2005**, in Ka`a`ike 210. The deadline to submit items for the agenda is 24-hours prior to the meeting.