



UH / Maui Community College

Technical Support Committee

<http://www.ecet.mauicc.hawaii.edu/tsc>

Meeting Notes: 10 Jan 2007

Members Present: Jon Lightfoot, Sandra Swanson, Mike Albert, Suzette Robinson, Diane Meyer, Debbie Winkler, Robert Wehrman, Bradley Duran, Lisa Sepa, Mary Jones

Members Absent: Margaret Christensen

Guests:

A quorum was achieved and the meeting convened at 1504.

SPECIAL ORDERS:

None.

MEETING NOTES:

Notes of the 13 December 2006 meeting were reviewed. Mary moved, Bob supported, to accept the notes as submitted. The motion carried.

UNFINISHED BUSINESS:

Computer Replacement Policy: (Sandra in Bob's absence)

- Bob is in the process of organizing a committee to develop a definite plan and budget for implementation of the technology fee once approved by the Board of Regents.
- There is an immediate need for new computers in The Learning Center and KaLama Computer Laboratory. Classrooms LO2, Kupa`a 203, & Ka`a`ike 219 were also identified as being in need of new equipment.
- Increasing and improving the campus wireless network is also a priority.
- Computing Services has identified infrastructure needs that could be met. Also, software needs to be considered.
- Bob asked Jon, Debbie, Brad, and Mike to submit their "wish lists" to him before the next TSC meeting so he can compile a preliminary summary of needs. That document must be completed and submitted to the Board of Regents in February.

Action: Tabled.

Laboratory Printers: (Jon)

- The new printers have not yet been installed in the Library and KaLama Computer Laboratory. Brad will check on the work order's status.
- Once the printers are installed and set to print black & white, Jon will submit a second workorder to reprogram Pharos so it supports black and white (10¢/copy) and color (\$1.00/copy) printing.

Action: Tabled.

Computing Services Transition: (Mike)

- The Computing Services secretary position is approved for full time effective 01 February.
- Steve George has started working part-time (\leq six hours/week) and will attend the next TLC meeting to address the tabled network bandwidth issue.
- Hiring for the newly defined VC Technical Support position must follow approval of the campus reorganization.

Action: Tabled.

Campus Laptops: (Mike)

- Mike will convene a sub-committee to explore these issues and recommend a set of guidelines for review by the TSC. Margaret, Jon, and Sandra will serve on the sub-committee.

Action: Tabled.

NEW BUSINESS:

none

OTHER BUSINESS:

Data Digitizing: (Mary)

- Mary asked about backups and digitizing valuable documents and files such as student records, transcripts, etc.
- Student data are now in Banner, which is maintained by UH ITS at Mānoa. Mike will check with them to learn about their backup policies.
- None of the MCC classroom or office machine data are archived.

Action: Tabled.

Adjournment: There being no further business, Debbie moved, Bob affirmed, to adjourn the meeting. The motion carried and the Committee stood adjourned @ 1605.

Next Meeting: The next scheduled Technical Support Committee meeting will convene at **1500, Wednesday, 24 January 2007**, in Ka`a`ike 210. The deadline to submit items for the agenda is 24-hours prior to the meeting.