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|  ATC CommitteeMinutes |
| March 21, 2016 | 1:00-3:00 pm | 104 B |
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| note taker | respectfully submitted by angie Arietti |
| Attendees | Elisabeth Shapiro: Chair | Vacant: Part-time Faculty Representative |
| ~~Kathleen Canny Lopez: School of Health, Exercise Science, Athletics & Applied Technology~~  | Vacant: School of Continuing Ed., Economic & Workforce Dev. |
| Scott Finn: Counseling & Personal Development | Vacant:-School of Language & Literature |
| Minerva Garcia: School of Math, Sciences & Engineering |  |
| ~~Bernard Gonzales: School of Arts and Communication~~ | ~~Randy Beach: Institutional Program Review and Outcomes Coordinator (Resource)~~ |
| Emily Lynch Morissette: School of Social Science, Business, and Humanities | ~~Dan Borges: Chief Information Systems Officer (Resource)~~ |
| Lauren McFall: Library Representative | Al Garrett: Institutional Technology (Resource) |
| ~~Andrew Rempt: Academic Success Center~~ | Brett Jones: Institutional Technology (Resource) |
| ~~Tracy Schaelen: Distance Education Program~~ | Paul Norris: Institutional Technology (Resource) |
| ~~Maria Elena Solis: Higher Education Centers (NC, OM, SY and CCAC)~~ | Hector Reyes: Institutional Technology (Resource) |
| ~~Michael Swingle: ASO Representative~~ | ~~Andre Ortiz: Training Services Coordinator (Resource)~~ |
| ~~Natalie Walker: Disability Support Services~~ | ~~Todd Williamson: Online Learning Center (Resource)~~ |
| GUEST/s | Lillian Leopold | Graig Harris |
| **Call to order/Approval of Agenda** | elisabeth shapiro |
| action item |  |
| Approval of agenda. M/S/C. |
| **Public Comment** | elisabeth shapiro |
| information | None at this time. |
| 1. **Update on SWC Website**
 | Graig Harris  |
| Discussion | Looking for the new contract for our website. The current contract was signed in 2013. We have almost 3,200 pages. Our website is diluted because it has too many pages by users and hence, it is not user friendly. The ease of adding new content on our current system seems to be a double edge sword. It has many deficiencies. The core theme is not 508 compliant as per web accessibility evaluation feel WAVE. The Subcommittee for 508 compliance, Homer ran through oral reader. The JAWS reader demonstrates our website is very confusing to someone who is blind, and takes minutes for each page. Lillian said a lawsuit or lawsuits are pending in CSU system. So, looking at the CSU as a model; will do as many things as we can on our current system to stay ahead.W3C Internet standards found 20 plus compatibility errors. Our mobile page is just a site map; our site is not responsive to the screen size. It appears that separate mobile sites are a thing of the past. Twenty percent of our traffic is mobile. There was a suggestion to upgrade to current standards and then auto resizing will make both mobile and regular compliant. There seems to be no secure forms. Information is not exportable to excel. It is not SEO friendly; having word in actual URL is SEO friendly.If we have a new website, we should come up with some preliminary ideas for the website:* HTML 5 and CSS 3 Standard
* Rich and Dyanamic Features.
* Will have up the old website in the interim and fixing 504 compliance of some pages which are paying more for.
* We should be asking for a budget now.
* We should be hiring more people up front to get it off the ground.
* Those to input information: Currently 200 users; department responsible for own content; deans responsible.

Should we keep that structureor should we change it to a different type of structure where it is a web team?* Large group training on current system planned for new users.
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| 1. **The Results of the ATC Prioritization of Replacement Technology**
 | Paul Norris/It  |
| Discussion | * There is $330,000 left for labs after faculty and podium computers. We are automatically replacing anything older than 6 years old.
* About 1/3 of the budget for faculty and staff make sure that purchasing gets enough time
* We ordered equipment and servers in May (says Tom) and requsisition were turned in on time; someone removed the laptops so the orders were not cut until ater July 1st.
* The laptops were pulled and nothing was done to replace them. The servers are specifically for the lab techs; for some reason, the were not ordered until June 28th.
* We are negotiating a new contract for HP; for every 3 machines we purchase, we get a 4th machine.
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| 1. **Introduce Facts Regarding Prioritization of Replacement Technology**
 | Paul Norris/It  |
| Discussion | On SharePoint, under the Institutional Technology Department, it shows the AV Replacement. The link on the left side shows what is being replaced: 1 list and the other is a few items that have already been worked on.  |
| 1. **Presentation of the New Proposed Teaching Podium & Demo of the Equipment**
 | Hector Reyes/It  |
| Discussion | * The Blue Ray player can play standard DVD’s.
* It will have HP Mini’s.
* We need to ask Dan about ADA accomodations for visual impairment instructors. The issue is that this one can’t feel the contols, the Extron MLC 206: can find with your hands.
* What accomodations will there be with the 7 inch touch panels?
* We would need to find a solution with the 12 inch pedestal; VESA mount if on screen, then can havave its own as articulating arm that xould be put ourt of the way sotha the regular keyboard would still hace freedom of movement.
* The 7 inch touch panel in current cubby does not work for visually impaired, especially short visually impaired as he/she can’t get their face close enough.
* The mute option turns off the bulb completely.
* The microhone is an option only. It may not necessarily have the mircrophone, dvd, doc cam.
* The committee agreed to have a few document cameras, microphones, and assisted listening devices on hand when requested in new classrooms and then purchase new ones to keep on hand after that (Talk to Dan about this).
* There needs to be a way to get faculty feedback as we go.

What would go in the new classrooms and 510 classrooms, large classrooms? Dan wants to put it out for bid this summer. We need to talk to the architects and deans to make sure that the screen doesn’t cover the whiteboard.The 751 Matrix Switcher: Could project something different on each screenCould use app: PadletShare link: Looking for key faculty. Er634a1a1Z |
| **Adjournment** | Elisabeth shapiro |
| The next ATC meeting will be April 4, 2016 from 1:00-3:00 p.m. in Room L 238 S. |