Information Items:

1. Committee structure and meeting format (Alexis Gray)
   a. The committee will be divided into the four standard groups during the subcommittee meeting time. We will spend 5-10 minutes on announcements, etc., then separate into the standard groups. Two standards will move to another room, and two standards will remain in current room. Norm Godin will possibly float between the groups. Each standard will be responsible for taking their own notes and forwarding them to Linda Wright for compiling into the minutes. The last 10 minutes we will reconvene the whole subcommittee to report out. If you want to join a different standard, please wait until the fall meeting.

2. Resources subcommittee standard participants: (Alexis Gray)
   a. Human: Not known at this time.
   b. Physical: Not known at this time.
   c. Technology: Mike Angeles, Cathy Brotherton, Alexis Gray, Ted Gregory, Tricia Hodawansus, Brian Johnson, Stephany Kyriakos.

3. Progress reports on program agendas:
   a. Technology: see Appendix A
   b. Financial: Peter Boelman-Lopez will contact Dina Humble to discuss III.D.1.b.

4. Comments/questions:
   a. Sharon Crasnow announced that an emergency Academic Senate meeting was called regarding the Chancellor candidates. It appears there are 4 different stands: either candidate is OK; neither candidate is OK; Rodriguez is the choice; Justeson is the choice. Riverside likes Rodriguez.

Next regular meeting:
   • Thursday, Sept. 11, 2008, 2-3 pm. ST 201
Appendix A

SPC Standard III May 8, 2008 Minutes from Technology Sub Committee

Members present: Mike Angelus, Cathy Brotherton, Alexis Gray, Ted Gregory, Tricia Hodawanus, Brian Johnson, Stephany Kyriakos,

- We need to complete these items:
  1. Computer inventory
  2. Audio Visual inventory
- We discussed replacement policy for computers
  1. We have 3 levels identified
     - A Level – is high level users like those who use CAD and Computer Gaming software
     - B Level – is those who use Flash, Photoshop and other high level software programs
     - C Level – is those who simply use the computer for Internet, word processing and PowerPoint
  2. We created a questionnaire to see what the need is
  3. We will hire a temporary worker to identify the users and their level
- We discussed multilevel replacement schedule
- We want to develop a proposed budget
  1. This will have per item cost for computers and audio visual equipment
  2. Schedule of additional labor costs
  3. Schedule of staff cost
  4. Schedule of additional supplies budget and repair
- We need getting out of total cost of ownership
  1. This needs to be completed
- We completed the 3 points on the planning agenda

1. The Norco Technology Resources subcommittee will continue to engage in dialogue about technology standards and processes in order to create a guideline for technology upgrades and purchases.
   - We continue to meet on a regular basis to check the standards and process to meet the needs for future technology.
2. Use the strategic planning process and the Technology Resources subcommittee of the NSPC to draft a campus technology standards and processes document for the Norco Campus.
   - The District Technology Standards was created in October 2007. This will dictate the development of technology standards and procedures. In the meantime, the Norco campus replacement guidelines are almost complete.
3. Develop systematic, scheduled evaluation and replacement processes and protocols to meet institutional technology needs.
   - The evaluation schedule is developed. Implementation is yet to be carried out.