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# Skyline College

## Technology Plan 2012 - 2015



### Fall 2013 Update

*"To empower and transform a global community of learners." -- Skyline College Mission*



Classrooms



Networks



Computers



Support

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## Vision:

Skyline College has an integrated state-of-the-art information technology environment that:

- A. supports the College's mission "To empower and transform a global community of learners"
- B. creates an environment where accessible technology is used to enhance teaching and learning.
- C. streamlines administrative processes.
- D. provides timely and accurate information.
- E. improves communications.
- F. maintains a safe and secure environment for students and staff.
- G. is not limited by the campus borders or time.
- H. is a leader in innovative uses of technology to support learning and student services.
- I. technology supports educational access to non-traditional students



## Philosophy:

Skyline College enjoys an institutional culture that appreciates and respects the opportunities and solutions available in technology and online instruction. In doing so, Skyline College believes:

- technological resources should facilitate and enhance effective, as well as efficient work, teaching and learning.
- students, faculty and staff should have access to the technological tools that allow them to fully express the best they have to offer in their respective roles in the institution.
- technology serves a supporting role in facilitating the educational processes led by the faculty to connect to human history and broad areas of human knowledge and expressions of creativity.
- there should be an appropriate and planned, cost effective acquisition and allocation of resources that supports the infrastructure, hardware, software and development of faculty, staff and students in order to maximize the potential benefit of our technological resources.
- that effective and cost efficient institutional technology should complement and build on the pervasive technology that our students, faculty and staff possess.

**Goals:** (Correlated with College vision)

- 1) Utilize technology to enhance teaching and learning, provide accessibility, improve communications, and deliver instruction in a variety of modalities. (A), (B), (E), (F)
- 2) Provide universal access to technology across the campus environment by ensuring that assistive technology hardware and software for individuals with disabilities is integrated into the planning and delivery of all instruction and services including online instruction and services. (B), (D), (G)
- 3) Provide faculty and staff with training, support and access to technology resources to enhance teaching and learning activities and student support services. (A), (B) (E)
- 4) Provide secure, reliable, timely data in a format that can easily be accessed and analyzed by administrators and staff. (C), (D), (G)
- 5) Provide students with efficient and intuitive online student business services. These services will be available to students 24/7 from anywhere. Emphasis will be placed on student self-service. (C), (D), (G)
- 6) Work with the district ITS to develop a technological infrastructure to support faculty and staff development and increased access to learning and support opportunities using emergent and existent technologies for distance learning and other technology dependent innovations in teaching and learning. (A), (G), (H)
- 7) Develop a stable, long-term plan and funding source to meet the ongoing need for renewing and upgrading technology resources in campus computer laboratories and for faculty, staff and administrative functions. (A – H)
- 8) Continually assess effectiveness of technology programming and planning in meeting institutional needs. (A-H)
- 9) Utilize technology to ensure that the campus is a safe and secure environment. (F)
- 10) Facilitate communications with students, faculty, staff, alumni and the general public.(G), (E)
- 11) Include campus technology needs as an integral part of the campus planning and budgeting process. (A-H)
- 12) Provide the network infrastructure to support and enhance instruction and the College's administrative services. (A-H)
- 13) Maintain a vital Technology Advisory Committee (TAC) as defined in the College's Shared Governance Structure. (A-H)
- 14) Monitor educational trends and related research, evaluate emerging hardware and software tools, continue to assess faculty needs, and track student technology trends. (A-H)
- 15) Develop and support instructional and student services delivery system that provides all students with technological skills necessary to be successful in an increasingly technological society, and will provide equal and easy access to technology for all students in pursuit of their educational goals. (A-H)

## Campus Technology Environment

Technology resources are used throughout the College to support and increase the effectiveness of student learning outcomes, safety, and the quality of services provided to students. Skyline College in cooperation with the District provides a robust technology infrastructure and technology resources that include:

- 92 Smart classrooms and labs. 93% of all campus classrooms and labs are Smart. (Smart classrooms include: projectors, screens, sound systems, wireless internet, video players, and in most rooms document cameras)
- 100% of the campus has wireless Internet access
- 22 program specific instructional computer and drop-in labs
- 7 Student Services, Career and Transfer computer labs
- 2 Library based labs
- 20 Smart conference /meeting rooms
- An experimental Learning Space room equipment with the a variety of technologies for faculty to experiment with.
- 1388 campus computers
- 478 campus printers
- Campus-wide digital signage system
- Campus-wide security camera network
- Campus-wide Event Announcement System (EAS)
- Laptop computers for all full-time faculty and limited number of check-out laptop computers for part-time faculty
- Convenient faculty and staff access to printing
- A streaming internet radio system that is used to primarily broadcast College athletic events.
- A streaming internet video system that is used to broadcast College activities that have included guest speakers and graduation.
- A comprehensive set of administrative software services to assist with communication, budgeting, planning, and research.
- A comprehensive set of student enabling software services to assist with degree audit, scheduling, communications, on-line instruction, and paying of fees



## Administrative and Student Support Software and Services

Administrative technology is provided and supported by District ITS. Examples of the administrative services provided to the College by District ITS include:

- **Banner®** - The ERP system utilized at San Mateo CCD is SunGard Banner®. It was initially installed in 1991-92 and has undergone significant major upgrades over the years. Banner® is extensively used by all faculty, staff, and students and includes major modules for: student registration, faculty grading, transcript production, student accounts payable, financial accounting, budget development, purchasing, student financial aid, and payroll and human resources. The Banner® web interface, locally called WebSMART, is accessed by students and staff to conduct a variety of self-service tasks such as registration, payment of fees, faculty grading, etc. Mandated state and federal reporting is largely based on information residing in the Banner® database.
- **Faculty and Staff eMail** - ITS maintains a comprehensive unified messaging service for the staff of the colleges and District Office which includes voicemail and email. The system is based on Microsoft Exchange Server 2007 and Siemens Xpressions products. There are more than 3000 email accounts currently supported by the system. To reduce and control email spam, ITS is using Pure Message Spam filter.
- **Argos®** -The web based reporting tool used to provide users with a variety of reports and data extracts from the Banner® transactional or data warehouse Oracle databases is Argos®. It is a product licensed from Evisions, Inc., a company based in southern California. The application is also intended to provide end-users with the ability to more easily create ad-hoc reports.
- **Hyperion®** - Extensive enrollment statistics are available from the web-based Hyperion® dashboards. These academic term-based dashboards compare enrollment statistics against the same period in the semester to the previous year's registration cycle. The historical dashboard takes a snapshot of the enrollment statistics at various key points in time throughout the term. Decision makers throughout the institution access these reports for timely and accurate information throughout the term. The dashboards are built from the local data warehouse using the Hyperion® Developer Tool.
- **CCCApply®** - Students use CCCApply® to apply for admission and enrollment at any of the three colleges. The system is hosted by the vendor, XAP Corporation, and applications are downloaded automatically into Banner® throughout each day.
- **Banner® Document Management System** - BDMS is a comprehensive document imaging system that is tightly integrated with Banner®. It allows users to scan, index and retrieve documents in an efficient manner. Documents can be retrieved directly from Banner® or through Xtender's user interface. Student Services, the Financial Aid offices, Purchasing and Finance offices are all heavy users of document imaging to greatly reduce document storage and filing costs. As of January 2012, the system stores almost 1.4 million documents and 3.8 million images.
- **Degree Works** - Degree Works is a web-based academic advising and degree audit tool that the district implemented in 2011. Students and advisors are able to check academic progress and receive advice on courses needed to satisfy requirements towards achieving academic goals. The system also provides an electronic education plan that is currently being implemented.

- **Tracdat** - is a web-based software that automates the assessment process by providing a structured framework for continuous quality improvement for both our instructional and non-instructional programs. The software uses multi-layered structure to handle various hierarchical levels of an organization.
- **SARS** - At all three colleges SARS Software Products are used for counseling appointments and record keeping to enhance student services. Currently supported products include: SARS-GRID, SARS-CALL, SARS-TRAK and eSARS. The SARS servers utilize an MS SQL Server database and are maintained and backed up in the data center. Interfaces between SARS and Banner® are supported by ITS.
- **GWAMAIL** - This is a locally developed application that is integrated into Banner® and was launched in the summer of 2007. GWAMAIL allows selected users to send email messages to targeted student populations.
- **Text Messaging** - Students are able to subscribe to receive important campus-wide emergency announcements via text message. Alert-U was contracted to provide this service.

In addition to administrative services, District ITS also provides several technology services in direct support for students. Examples the technology services to students:

- **WebSMART** - is the web interface to Banner® that enables students to register for classes, view grades, pay fees, request transcripts and apply for financial aid. WebSMART is supported by the Admissions and Records departments at the individual colleges.
- **WebAccess** - is a Course Management System that is the District's implementation of Moodle. WebAccess® is hosted offsite by Moodlerooms. Every faculty member that has a class assignment in Banner® automatically has a WebAccess® course(s) shell created for them. Faculty use of WebAccess® ranges from supplemental course information to providing a course completely online. WebAccess support is outsourced to a call center, AELearn, who have been a vital resource for us providing expertise and coverage we could not provide in-house without significant investment in additional staff. Issues that cannot be resolved by the support center are escalated to our Web Services Support Team.
- **MySmccd** - provides all students a @mysmccd.edu Google email account, calendaring and docs as part of the Google Apps for Education suite of products.
- **eSARS** - provides a self-service interface to the SARS-GRID appointment system. Students can make appointments for a variety of services, including: placement
- **Early Alert** - As part of a district initiative to increase student retention and success, a locally created software package was designed and implemented to enhance the ability for faculty to send students an "alert" message indicating the student needed additional support.



- **Electronic transcript interchange** - eTranscript California is the statewide internet-based system for requesting, transmitting, tracking, downloading, and viewing academic transcripts among authorized educational institutions and their trading partners. By implementing etranscripts we were able to save time, save money, reduce paper consumption, improve customer service to our students and reduce workload demands on our staff.
- **WebSchedule** – Provides students with a publically available web interface of the schedule of classes that is dynamic and searchable. Easily identifies courses that have open seats or waitlisted. In addition students can opt in to be notified when the next semester schedule is posted via email.



## Technology Work Plan 2012 - 2014

<b>Administrative Technology</b>						
<b>Task</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
1	Integration of Curricunet & TracDat	District, Skyline Academic Groups	TBD	TBD	SP 2014	1
2	Work with the District as needed to institute single sign-on for students and staff	District, Skyline personnel as needed	TBD	TBD	SP 2014	1
3	Explore with the District and sister Colleges an alternative to SARS Track	Skyline Learn. Cntr., CSM Learn. Cntr., District ITS	TBD	TBD	SP 2014	2

<b>General Technology</b>						
<b>Task</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
1	Maintain Skyline College Technology inventory at Fall 2012 level	Skyline College, Skyline TAC	\$0	\$0	On-going	1
2	Continue to maintain & fund Faculty/Staff Technology Replacement Schedule. For details see appendix B	Skyline CTTL, Deans, VPI, VPSS, & District ITS	\$120k Annually	Skyline College	Annual	1
3	Continue to maintain and fund Lab Replacement Schedule. For details see appendix C	Skyline CTTL, Deans, VPI, VPSS, and District ITS	\$250,00 Annually	District ITS	Annual	1
4	Continue to maintain and fund Smart Classroom & Conference Room Update Schedule	Skyline CTTL, Deans, VPI, VPSS, and District ITS	\$20k Annually	Skyline College	Annual	1
5	Expand cart-based Smart Classroom capability to 11 classrooms at Pac Heights	Skyline CTTL, Deans, VPI, VPSS, and District ITS	\$75k	Skyline College	Sp 2013	1
6	Establish recommendation for min. specifications for technology	Skyline TAC, Skyline ITS, District ITS	\$0	\$0	Sp 2013	1

<b>General Technology (Continued)</b>						
<b>Goal</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
7	Fully restore the Loan-to-Own program to include Mac, and tablets	Skyline Bookstore, Skyline TAC, and District ITS	TBD	TBD	Su 2013	2
8	Continue to expand the College use of streaming video & radio Tech. to support College activities including athletics.	Skyline College at large	\$2,800 Annually	Skyline College	Annual	3
9	Maintain SB Cable availability at key locations on campus. Maintain relationship with SB Cable by working cooperatively on community related projects .	Skyline CTTL, Skyline PIO, District ITS Contingency	\$2,000 Annually	Skyline College	Annual	1
10	Research and propose to District ITS an opt-in data Backup system for all College owned faculty and staff computers.	Skyline TAC, Skyline ITS, District ITS	\$3,000 initial investigation allocation	Skyline Technology Contingency Fund	Su 2013	1
11	Improve identity security by not having G numbers retained in WebAccess webpage after log-off.	District ITS	TBD	TBD	Su 2013	1
12	District ITS to support Mac OS upgrades in manner similar to Windows support for OS upgrades.	District ITS and Chancellors Council	\$30,000	District ITS	Su 2013	1

<b>General Technology (Continued)</b>						
<b>Goal</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
13	Upgrade digital signage servers to OS 10.8 and latest version of DS software.	Skyline ITS, Skyline Media	\$4200	Skyline Media Budget	Su 2013	1
14	Increase by 2 the numbers of digital signs on campus	Skyline ITS, Skyline Media	\$7000	Skyline Media Budget	Su 2013	3
15	Replace projector in gym. Projector is 6-years old. It is used for special events in gym.	Skyline ITS, Skyline media	\$12,000	Skyline Technol- ogy Conting- ency Fund	F2103	3
16	Convert Loma Chica CDC classroom to a smart classroom. The projector has been purchased. Still pending is installation, document camera, and audio	Skyline ITS	\$7000 . Projector already purchased	Skyline		1
17	Identify a location and budget for a Digital Arts program	Skyline CTTL, Skyline ITS, Skyline Facilities	\$0			1

<b>Campus Network Technology</b>						
<b>Goal</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
1	Expand Wireless Access in Pac Heights. Upgrade and increase the number of WAPs	District ITS	\$10,000	District	Sp2013	1
2	Improve coverage and bandwidth of wireless access throughout campus . This is beign driven by the expansion of wireless devices on campus	District ITS	TBD	TBD	Ongoing	3
3	Improve cell phone coverage for the major cell phone providers in 80% of the College's indoor spaces	District ITS, Skyline ITS	TBD	TBD	S2013	1
4	Establish performance baselines for wired, wireless, and cell phone networks	District ITS, Skyline ITS, Skyline	\$0	-	Su2013	1
5	Increase wired network performance to Gigabit at least 30% of campus wired Admin Connections. This can be a phased in program over multiple years	District ITS	TBD	TBD	Su2014	3
6	Improve wireless performance in building 7A labs 1 <sup>st</sup> and 2 <sup>nd</sup> floor	District ITS	\$15,000	District ITS	Sp2013	1
7	Analyze and address reported problems with wireless in Bldg. 7	District ITS Skyline ITS	TBD	TBD	Su2013	1

<b>Technology Training</b>						
<b>Goal</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
1	Technology training is the responsibility of the Skyline College Center for Transformative Teaching & Learning . For a complete list of the workshops available refer to the CTTL website <a href="http://skylinectl.org">http://skylinectl.org</a>	Skyline College Center for Transformative Teaching Learning	TBD	TBD	SP 2014	1

<b>Online Activities non Distance Ed</b>						
<b>Goal</b>	<b>Activity</b>	<b>Resources</b>	<b>Budget \$</b>	<b>\$ Source</b>	<b>Due</b>	<b>Priority</b>
1	Increase Skyline faculty use of WebAccess from 40% in fall 2012 to 60%.	Skyline CTTL	\$0	-	F 2013	1
2	Participate with the District to consider and select options for upgrading WebAccess to Moodle 2.X.	Skyline CTTL District ITS	This upgrade can have significant budget implications	TBD	F 2013	1
3	Create a common faculty homepage for Skyline faculty. A task force needs to be assembled to determine how best to have a high level web page for faculty and what information needs to be included	Skyline CTTL, District ITS Web Services	TBD	TBD	Su 2013	2
4	Determine a strategy for Skyline's uses of iTunes U for the future.	Skyline CTTL	\$0	-	F 2013	3

Online Activities non Distance Ed						
Goal	Activity	Resources	Budget \$	\$ Source	Due	Priority
5	Develop 1 iBook/course as a pilot and share results with campus community	Skyline CTTL	\$4000	Skyline CTTL	F 2013	3

Accessibility						
Goal	Activity	Resources	Budget \$	\$ Source	Due	Priority
1	Create a more <b>universal</b> approach to accessibility on campus through the following: Include client side of networked Assistive Technology Software on images for computers used by students in campus computer labs, library, and the Learning Center and on computers in these locations (includes JAWS and ZoomText Magnifier) and Kurzweil 3000 (web-based license is accessed through the Kurzweil 3000 cloud-based server through a username and password given to faculty/staff and students)	Skyline DRC District ITS	\$9,700	Skyline	SP 2014	1
2	Increase the accessibility of Skyline College's website and its content for students with disabilities who rely on using Assistive Technology (for example: online forms)	Skyline DRC, Skyline PIO	\$0	-	F 2013	1

Goal						
Goal	Activity	Resources	Budget \$	\$ Source	Due	Priority
3	Continue to explore software options that improve or workaround the accessibility issues of electronic materials in publisher-based course management systems (for example, Course Compass – My MathLab – flash-based content).	Skyline DRC, Skyline CTTL, Skyline ITS	\$1000	Skyline	Ongoing	2
4	Allow instructors to make appropriate extended time adjustments to WebAccess exams/quizzes for students with approved extended time accommodations.	Skyline DRC, Skyline CTTL	\$0	-	Sp 2014	1

## 2012 - 2013

### Proposed Annual Technology Budget

It is the responsibility of the Technology Advisory Committee to develop and put forward a realistic budget to support campus technology and complete the activities listed in the Technology Work Plan. It is the responsibility of the Vice-President of Instruction to bring the proposed budget allocation to the various College councils and committees for approval.

Item	Description	Requested Amount	Funding Source		Approved
			Skyline	District	
Faculty & Staff Computers	Computers for faculty, staff, & administrators based on 4-year replacement cycle.	\$120,000	\$120,000	\$0	
Faculty & Staff Printers	Office printer replacement as needed. Toner is <b>not</b> included.	\$20,000	\$20,000	\$0	
Smart Classrooms	Replace dated/defective projectors, amplifiers, screens, bulb replacement and Doc cameras	\$20,000	\$20,000	\$0	
Instructional Lab Replacement	Replacement of instructional lab computers, printers, projectors	\$250,000	\$0	\$250,000	
Pacific Heights Upgrade	Addition of 13 Rover carts with projectors, sound, and document cameras. <b>One Time Only</b>	\$70,000	\$70,000	\$0	
Bldg. 1 Rm. 319 Upgrade	New monitor and Apple TV . <b>One Time Only</b>	\$8,200	\$8,200	\$0	
Unforeseen new hires technology	Computer, phone, and printer for office	\$15,000	\$15,000	\$0	
CTTL	Various Technology & software	\$30,000	\$30,000	\$0	
Veterans Center	Computers, Phone, Color network printer, BW printer, Blu-ray Player, <b>One Time Only</b>	\$14,000	\$14,000	\$0	
Campus Cable TV	Annual Subscription fee for 25 San Bruno Cable outlets	\$2,000	\$2,000	\$0	
Internet Radio	Internet radio streaming service. FastServ.com	\$800	\$800	\$0	
Streaming Internet TV	Annual Subscription to Ustream for streaming video broadcasts	\$2,000	\$2,000	\$0	
Contingency fund	Fund for emergency replacements, unexpected repairs, unplanned program addition, experimentation, & theft.	\$40,000	\$40,000	\$0	
Media	Lamps, supplies, Digital Signage, & equipment	\$12,000	\$12,000	\$0	
SparkPoint Center Expansion	Expanding the SparkPoint center into rooms 2111, 1212, 1213, 1214, 1216, 1217, 1218, 1219, 1221	\$16,900	\$16,900	\$0	
Student Services	A variety of needs not contained in other projects	\$32,000	\$32,000	\$0	
DRC	Assistive software licenses	\$12,000	\$12,000	\$0	
<b>TOTALS</b>		<b>\$664,900.00</b>	<b>\$414,900.00</b>	<b>\$250,000.</b>	



# Appendices

## Appendix A

### Outcomes of 2009 – 2012 Technology Plan Activities

Administrative Technology Activities	Timeline	Outcome
<p><b>Banner 8 Upgrade Move</b> Sungard is scheduled to release version 8 of Banner in the 4th quarter of 2008. This update to Banner will be implemented by the District Office. Skyline College representatives will work with District ITS staff to ensure that the new features are appropriate and that the upgrade occurs with minimum disruption to campus business.</p>	Completion – mid-2009	<p>A successful upgrade to Banner 8 was completed by District ITS October 2011.</p> <p>Banner continues to be upgraded and modified to meet SMCCD needs by ITS</p>
<p><b>CCC Trans</b> District has agreed to proceed with the State Chancellor's Office initiative for the CCCTRANS project (electronic transcript interchange). Skyline College Student Services representatives will work with District to ensure that this project is consistent with Skyline College needs.</p>	Completion Spring 2009	CCCTRANS now named eTranscript California was successfully implemented November 2009. Since that date Skyline has sent over 15,000 transcripts.
<p><b>Enrollment Management</b> Enrollment Management continues to be a critical element for Skyline College. Recruiting, retaining students, and growing enrollment is one of the key functions that are supported through a number of technologies and services such as WebSMART, GWAMAIL, Emergency Text Messaging, Waitlists, electronic Schedule Bills, Early Alert, Hyperion dashboards, etc. Skyline representatives will continue to direct the District in their ongoing support and enhancements of these technologies and services.</p>	Ongoing	District ITS Continues to work with the College to improve enrollment management technology tools
<p><b>Online Degree Audit System</b> An online, self-service web-based degree audit system will assist Skyline students in making informed decisions about course selection. As part of the Online Degree Audit System, District ITS is also developing a Class Schedule development module. Skyline College will work with the District to ensure that the system is consistent with Skyline student needs.</p>	Completion Fall 2009	In June 2010, the District successfully implemented <b>Degree Works</b> . <b>Degree Works</b> is a web based program for students and counselors to check academic progress, receive advice on courses needed to satisfy requirements towards achieving academic goals, and provide an electronic education plan.

Administrative Technology Activities	Timeline	Outcome
<p><b>Curriculum Development and Course Approval Need</b> An electronic system with the ability to track where courses approval process would greatly enhance the process of creating new courses. Skyline, along with the District Office, CSM and Cañada, will evaluate third party products for curriculum management.</p>	Completed 2011	After investigation and consultation the District along with the Colleges implemented Curricunet and TracDat. As of fall 2012 both programs are being incorporated in the curriculum process.
Campus Network Activities	Timeline	Outcomes
<p><b>Completed Move to the 2009 – 2012 Activity Report</b> Work with the District to develop a plan for the continued deployment of wireless access throughout the campus and nearby facilities. The goal is to provide at a minimum ubiquitous 802.11n access for students and staff.</p>	Completion 2010	Completed 2011
<p>Work with District ITS to benchmark expected network performance as it relates to Banner services, local network performance, and Internet.</p>	Completion Sp. 2010	No action taken
<p>Work with District ITS to develop a College capability to originate real-time and asynchronous streaming video and audio. These services will be used to support instruction, provide information to the public and expand the audience for campus activities such as athletics.</p>		College began implementation of an internet radio stream in 2011. College has begun single camera live streams of campus events spring 2012
<p>Engage District ITS to develop a secure data backup system that will allow faculty and staff to backup documents to a secure server. Document backup will be voluntary. The backup system should be incremental and seamless to users.</p>	Fall 2009	No action taken

Instructional Technology Activities	Timeline	Outcomes
<p>Require that all courses have an up-to-date instructional support website. The minimum course website will include course outline and grading criteria.</p>	Fall 2010	No action
<p>Encourage and support faculty to use technology as a means to provide alternate delivery of instruction and enhance instruction.</p>	Ongoing	
<p>Increase Skyline's presence in the SMCCD iTunes U site. <a href="http://smccd.edu/itunesu/">http://smccd.edu/itunesu/</a></p>	Ongoing	Very little increase

Instructional Technology Activities	Timeline	Outcomes
Through TAC, develop a set of recommended minimum technology qualifications for new full-time faculty hires. These minimum technology qualifications will be recommended for inclusion in all job announcements.	June 2009	No action
Through TAC, annually review the technology used in Skyline's smart classrooms and make recommendations for maintaining or changing technology.	Annually	On-going
Through TAC, perform annual assessments of campus lab utilization.	Annually	No action
Determine the feasibility the implementation of more flexible computer labs that can accommodate multiple disciplines. Consideration will be given to both technology and furniture.	Sept. 2009	No action
Work with the District planning /construction processes to ensure that the present and future instructional technology needs of the faculty, staff, and students are addressed in any new construction or facility remodeling projects.	Ongoing	Addressed in District Construction standards that are continually being updated.

Training and Development Activities	Timeline	Outcomes
<p>Skyline College is committed to the revitalization of the Center for Teaching and Learning as a comprehensive and integrated resource for faculty and staff.</p> <p>This new revitalized center will -</p> <ul style="list-style-type: none"> <li>• provide professional development services and flex activities.</li> <li>• make available links (more than just web) to expert resources in teaching and learning.</li> <li>• host regular presentations on current issues in teaching and learning.</li> <li>• encourage and support the use of technology to enhance instruction</li> <li>• reinstitute comprehensive orientation programs for new faculty.</li> <li>• perform regular faculty and staff interest surveys.</li> <li>• coordinate the delivery of customized workshops upon request.</li> <li>• perform regular evaluations of the effectiveness of this center.</li> <li>• serve as the hub for support of the Skyline Distance Education program</li> </ul>		<p>In Fall 2012 Skyline began implementation of CTTL</p>

Training and Development Activities	Timeline	Outcomes
<p>Skyline College is committed to the revitalization of the Center for Teaching and Learning as a comprehensive and integrated resource for faculty and staff.</p> <p>This new revitalized center will -</p> <ul style="list-style-type: none"> <li>• provide professional development services and flex activities.</li> <li>• make available links (more than just web) to expert resources in teaching and learning.</li> <li>• host regular presentations on current issues in teaching and learning.</li> <li>• encourage and support the use of technology to enhance instruction</li> <li>• reinstitute comprehensive orientation programs for new faculty.</li> <li>• perform regular faculty and staff interest surveys.</li> <li>• coordinate the delivery of customized workshops upon request.</li> <li>• perform regular evaluations of the effectiveness of this center.</li> <li>• serve as the hub for support of the Skyline Distance Education program</li> </ul>		<p>In Fall 2012 Skyline began implementation of CTTL</p>

Campus Security Technology Activities	Timeline	Outcomes
<p>The District will install an Event Announcement System (EAS) in Skyline buildings 3, 6, 8, &amp; 7A. The EAS system control center will be located in the College Security Office. This system is intended for making emergency announcements inside campus buildings.</p>	<p>Jan. 2009</p>	<p>Completed 2011. 90% campus coverage inside and out.</p>
<p>The College in cooperation with the District will determine the feasibility of further expansion of the EAS to other campus buildings.</p>	<p>Jan. 2010</p>	<p>Completed 2011. Additional building and outside locations were activated</p>
<p>The District will complete the installation of a campus wide video surveillance system. The system monitoring will be in the College Security Office</p>	<p>Jan. 2010</p>	<p>Completed. Continually being evaluated.</p>

## Appendix B

### Faculty Staff 4-Year Computer Replacement Schedule

#### Guiding Principles

- The use of technology by all Skyline faculty and staff is critical to realizing the vision of Skyline College.
- All full-time faculty and staff will have **one** state-of-the-art computer and **one** task appropriate monitor that will allow them to complete their tasks in an efficient manner.
- All full-time faculty and staff will have convenient access to black and white printing.
- Part-time faculty and staff will have access to quality computers and black and white printers in offices conveniently located around campus.

#### Schedule Placement Criteria. (In priority)

1. Faculty or staff unable to efficiently perform tasks as a result of an outdated computer.
2. Computer is 4 or more years old
3. Computer has a history of more than usual number of work orders.
4. Staff or faculty member wants a new computer.

Faculty and Staff Computer Replacement Schedule F2012/SP2013			
Division	Last Name	First Name	Replacement Date
Student Services	Acidera	Jeffrey	
SMT Respiratory	Ahmed	Ijaz	
SMT	Araica	Daisy	
Business	Auto Teacher Station	Skyline	
SMT	Bates	Alec	
Soc. Sci/CA	Bell	Rosemary	
LA/LR	Bell	Rachel	
VPI	Besnyi	Bryan	
Soc. Sci/CA	Bestock	Donna	
Student Services	Biederman	Donald	
Soc. Sci/CA	Brenner	Eric	
Soc. Sci/CA	Bridenbaugh	Paul	
Business	Bus. Division General Use PC Laptop 1	Skyline College	
Student Services	Campillo	Carla	
Student Services	Carroll	Sheldon	
SMT	Carter	Pat	
SMT	Case	Christine	
LA/LR	Castro	Luciano	
Business	Cervantes	Alma	
PE/Athletics/Dance	Chandler	Chip	
SMT Math	Choi	Younga	
English ESOL	Chu	Serena	
Business	Classroom 8202	Skyline	
Business	Co-Op Coordinators	Skyline	
Soc. Sci/CA	Colombetti	Carlos	
SMT	Crawford	Judith	
Soc. Sci/CA	Daley	Barbara	
Business	del Castillo-Brown	Teresita	
Soc. Sci/CA	Driscoll	Carol	
Student Services	Elliott	Donna	
SMT	Erskine	Alice	
Business	Escalambre	Richard	
Soc. Sci/CA	Esfahani	Amir	
LA/LR	Feinbulum	Kathleen	
Student Services	Financial Aide		
Soc. Sci/CA	Fitzpatrick	Kathy	
PE/Athletics/Dance	Fosberg	Jan	
LA/LR	Floro	Nina	
SMT	Freedman	Jon	
Status:	Complete	Issues	TBD
			Employment Status Changed



Faculty and Staff Computer Replacement Schedule F2012/SP2013			
SMT	Ghanma	Mousa	
SMT ESTM	Greenstein	Bruce	
PE/Athletics/Dance	Fitzgerald	Mike	
Student Services	Gonzalez	Pablo	
Soc. Sci/CA	Hawkins	Michelle	
Student Services	Heimberg	Roseangela	
Student Services	Hermosillo	Imelda	
Student Services	Horseshoe	Skyline college	
Business Auto	Johnson	Julia	
LA/LR	Kaplan-Biegel	Nancy	
Soc. Sci/CA	Kirkpatrick	Sandra	
Student Services	Kisich	Linda	
SMT	Koskel	Ilka	
SMT	Leach	Evan	
Soc. Sci/CA	Masare	Johannes	
Student Services	Mendoza	Patricia (Patty)	
Soc. Sci/CA	Merrill	Jennifer	
SMT	Michelitsch	Melissa	
Business	Ming	Dan	
SMT	Moss	Cindy	
Business	Muller-Moseley	Claire	
Student Services	Muse	Beverly	
LA/LR	Nicol	Garrett	
PE/Athlet/Dance	Nomicos	Dino	
LA/LR	Peix	Manny	
VPI	Prasad	Sherrie	
Business	Phelps	Graciela	
Bus. Cosmo, 4-212,	Richardson	Carmen	
SMT	Rivera-Contreras	Joaquin	
Business	Rizzo	Clydie	
Business	Robinson	Calvin	
Business	Roumbanis	Christine	
LA/LR	Ruiz	Kennya	
Student Services	Santanilla	Kathryn	
LA/LR English	Silva	Paula	
Student Services	Shetaya	Crystal	
Business	Spakowski	Paul	
Soc. Sci/CA	Suzuki	Masao	
SMT-Biology	Suarez	Caria	
Soc. Sci/CA	Takayama	Arthur	
LA/LR	Taylor	Phyllis	
SMT	Tsuchida	Tadashi	
Status:	Complete	Issues	TBD
			Employment Status Changed

Faculty and Staff Computer Replacement Schedule F2012/SP2013			
Student Services	Valdelomar	Dina	
Student Services	Wallace	Richard	
Business	Whitten	Linda	
SMT Math ASTEP	Williams	Phillip	
English	Williams	Robert	
SMT Physics	Windham	Adam	
Soc. Sci/CA	Wolbers	Dennis	
SMT	Zamani	Soodi	
Pres. Office/PIO	Ford	Keisha	
Status: Complete Issues TBD Employment Status Changed			

<b>Faculty and Staff Computer Replacement Schedule F2013/SP2014</b>			
<b>Division</b>	<b>Last Name</b>	<b>First Name</b>	<b>Replacement Date</b>
Operations	Argarin	Nancy	01/01/2013
Business	Automotive	Skyline	01/01/2013
Business	Automotive Office	Skyline College	12/01/2013
Soc. Sci./CA	Bell	Rosemary	12/01/2013
Soc. Sci./CA	Bestock	Donna	01/01/2013
Soc. Sci./CA	Book Checkout Desk PC2	Skyline	12/01/2013
SMT	Bookstaff	Shari	12/01/2013
LA/LR	Bowsher	Jim	01/01/2013
Soc. Sci./CA	Brenner	Eric	01/01/2013
Business	Broxholm	Thomas	12/01/2013
SMT	Case	Christine	12/01/2013
LA/LR	Chavez	John	01/01/2013
Student Services	Christian	Catherine	01/01/2013
Business	Ciraolo	Jerry	12/01/2013
Soc. Sci./CA	Classroom 1108	Skyline	12/01/2013
Student Services	Conmigo	Aileen	01/01/2013
Student Services	Counseling	Skyline	01/01/2013
Student Services	Davis	Loretta	01/01/2013
SMT	Del Prado	Norman	12/01/2013
Operations	Escobar Mora	Marcella	01/01/2013
Student Services	Financial Aide		12/01/2013
Soc. Sci./CA	Fischer	Bridget	01/01/2013
Student Services	Fraunfelder	Greg	01/01/2013
SMT	Fredricks	Stephen	01/01/2013
SMT	Ghanma	Mousa	12/01/2013
Student Services	Gorostiza	Angelica	01/01/2013
LA/LR	Harer	Katherine	01/01/2013
Student Services	Herda	Melinda	01/01/2013
Student Services	Hermanos Group	Skyline	01/01/2013
Soc. Sci./CA	Hewitt	Tom	12/01/2013
Business	Jean	Marilyn	12/01/2013
Business	Johnson	Julia	01/01/2013
Business	Jones	Chester	01/01/2013
Student Services	Lariviere	Judith	01/01/2013
Student Services	Larson	Eric	01/01/2013
Student Services	Lee	Joyce	01/01/2013
Soc. Sci./CA	Lim	Poh Kim	12/01/2013
Student Services	Lorenzo	Susan	01/01/2013
Student Services	Mendez	Karla	01/01/2013

<b>Faculty and Staff Computer Replacement Schedule F2013/SP2014</b>			
Student Services	Morrison	Regina	01/01/2013
Student Services	Mosby	John	01/01/2013
Business	Motipara	Sita	01/01/2013
Student Services	Murillo	Jorge	01/01/2013
Student Services	Nevado	Nate	01/01/2013
Soc. Sci./CA	Office 1308		12/01/2013
Business	Pfaeffle	Alex	01/01/2013
SMT	Pharm Prep	Skyline	01/01/2013
SMT	Richards	Anjana	01/01/2013
Business	Robinson	Calvin	12/01/2013
LA/LR	Saenz	john	01/01/2013
Student Services	Shein	Ma	01/01/2013
Student Services	SKYL NURSE JAN GERSONDE	SKYLINE	12/01/2013
Student Services	Stats	Terry	01/01/2013
Business	Sullivan	Kevin	12/01/2013
Operations	Tablan	Emmanuel	12/01/2013
SMT	Thompson	Omer	01/01/2013
Student Services	Trinh	Annie	01/01/2013
SMT	Tyler	Pat	01/01/2013
Student Services	Urena	Javier	01/01/2013
Business	Watts	Tina (Jacinda)	12/01/2013

<b>Faculty and Staff Computer Replacement Schedule F2014/SP2015</b>			
<b>Division</b>	<b>Last Name</b>	<b>First Name</b>	<b>Replacement Date</b>
Student Services	Armas	Adriana	01/01/2014
Student Services	Beiers	Beth	01/01/2014
VP Instruction	Benavides	Glenda	01/01/2014
Student Services	Biederman	Don	01/01/2014
VP Student Services	Blake	Joi	01/01/2014
VP Student Services	Blake	Joi (Laptop)	01/01/2014
Operations	Briones	Eloisa	01/01/2014
Operations	Briones	Eloisa (Laptop)	01/01/2014
Student Services	Cubicle next door to Jocelyn Vila		01/01/2014
Student Services	De Souza	Jose'	01/01/2014
Business	Faculty adjunct	Skyline	12/01/2013
Student Services	FINANCIAL AID - CENTER COMPUTER	SKYLINE	01/01/2014
Student Services	Financial Aide	Skyline	01/01/2014
VP Student Services	Gacutan	Golda	01/01/2014
VP Student Services	Gacutan	Golda (Laptop)	01/01/2014
VP Instruction	Gonzalez	Kenny	01/01/2014
SMT	Greenstein	Bruce	01/01/2014
Student Services	Hermanos Group	Skyline	01/01/2013
Student Services	In front of EOPS/ EOPS counter	Skyline	12/01/2013
LA/LR	Irigoyen	Fermin	01/01/2014
Soc. Sci./CA	Jackson	Tony	01/01/2014
SMT	Kapp	Nick	01/01/2014
Operations	Lamson	Barbara	01/01/2014
Operations	Lamson	Barbara (Laptop)	01/01/2014
Student Services	Lariviere	Judy	01/01/2014
Operations	Lee	Ellen	01/01/2014
VP Instruction	Leiva	Adolfo	01/01/2014
Soc. Sci./CA	Library Circul. Area		12/01/2013
Soc. Sci./CA	Lowenstein	Ellen	12/01/2013
Student Services	Mariano	Elnore	01/01/2014
Student Services	Martinez	Sylvia	01/01/2014
Student Services	Matthews	Melissa	01/01/2014
Student Services	Mendoza	Patricia	01/01/2014
SMT	Mesa Staff	Skyline	01/01/2013
Student Services	Mosby	John	01/01/2014
Soc. Sci./CA	Moynihan	Michael	01/01/2014
President's Office	Napier	Cherie	01/01/2014

<b>Faculty and Staff Computer Replacement Schedule F2014/SP2015</b>			
Student Services	Osaie	Elizabeth	01/01/2014
VP Instruction	Pasad	Sherrie	01/01/2014
VP Instruction	Pasad	Sherrie (Laptop)	01/01/2014
Business	Pate	Hui	12/01/2013
Operations	Paw	Vivian	01/01/2014
VP Instruction	Perkins	Sarah	01/01/2014
VP Instruction	Perkins	Sarah (Laptop)	01/01/2014
PE/Athletics/Dance	Piergrossi	Justin	01/01/2014
Business	Rebele	Cecelia	01/01/2014
Student Services	Rojas	Michael	01/01/2014
Business	Ross	Don	12/01/2014
PE/Athletics/Dance	Salahuddin	Rayannah	01/01/2014
Student Services	Security Office	Skyline	01/01/2014
VP Instruction	Sippel	Leigh Anne	01/01/2014
President's Office	Stroud	Regina	01/01/2014
President's Office	Stroud	Regina (Laptop)	01/01/2014
Student Services	Tariq	Nadia	01/01/2014
President's Office	Tentes	Theresa	01/01/2014
President's Office	Tentes	Theresa (Laptop)	01/01/2014
President's Office	Ulate	David	01/01/2014
Student Services	Velasquez	Minerva	01/01/2014
SMT	Velez	Carmen	01/01/2014
Student Services	Vila	Jocelyn	01/01/2014
VP Instruction	Watson	William	01/01/2014
Student Services	Weidman	Christopher	01/01/2014
SMT	Wilcher	Aaron	01/01/2014

<b>Faculty and Staff Computer Replacement Schedule F2015/SP2016</b>			
<b>Division</b>	<b>Last Name</b>	<b>First Name</b>	<b>Replacement Date</b>
Business	Adjunct	COSMO	01/01/2015
Business	Adjunct	COSMO	01/01/2015
Business	Adjunct	COSMO	01/01/2015
Soc. Sci./CA	Aurilio	Steve	01/01/2015
Soc. Sci./CA	Amin Justice	Adjunct	01/01/2015
Business	Biagi	Laurie	01/01/2015
Soc. Sci./CA	Bridenbaugh	Paul	01/01/2015
Business	Browne	kathryn	01/01/2015
Soc. Sci./CA	Buckingham	George	01/01/2015
President's Office	Bensyi	Bryan	01/01/2015
Student Services	Cashiers 1 Front Counter	Skyline	01/01/2015
SMT	Castro	Ana	01/01/2015
Soc. Sci./CA	Ceccarelli	Alan	01/01/2015
PE/Athletics/Dance	Corsiglia	Kevin	01/01/2015
PE/Athletics/Dance	Cushway	Diana	01/01/2015
SMT	Daniel	Brian	01/01/2015
Business	Dinh	Cam-Hoan	01/01/2015
Student Services	Drop in Counseling		01/01/2015
Student Services	Dupre	Timothy	01/01/2015
LA/LR	Erpelo	Liza	01/01/2015
Business	Evangelista	Tiffany	01/01/2015
Business	Francisco	Elaine	01/01/2015
Business	Gaeta	Rachel	01/01/2015
LA/LR	Gibson	Christopher	01/01/2015
Business	Gleyzer	Filipp	01/01/2015
Business	Godwins	Cleary	01/01/2015
SMT	Gulli	Rita	01/01/2015
LA/LR	Gutierrez	Mary	01/01/2015
PE/Athletics/Dance	Haddon	James	01/01/2015
LA/LR	Harer	Katherine	01/01/2015
SMT	Hasson	David	01/01/2015
Soc. Sci./CA	Hearne	Stephen	01/01/2015
SMT	Hsu	Sandra	01/01/2015
Business	Isaacs	Lygia	01/01/2015
President's Office	Johnstone	Rob	01/01/2015
Student Services	Komadina	Melissa	01/01/2015
LA/LR	Lachmayr	Lucia	01/01/2015
Business	Lam	Nancy	01/01/2015
Business	Lam	Nancy (Laptop)	01/01/2015
Business	Leary	Mary Anne	01/01/2015
VP Instruction	Leiva	Adolfo	01/01/2015

<b>Faculty and Staff Computer Replacement Schedule F2015/SP2016</b>			
Soc. Sci./CA	Lim	Pho Kim	01/01/2015
PE/Athletics/Dance	Lindhe	Brittany	01/01/2015
PE/Athletics/Dance	Link	Daniel	01/01/2015
VP Instruction	Mendez	Karla	01/01/2015
Student Services	Morrison	Regina	01/01/2015
President's Office	Napier	Cherie	01/01/2015
President's Office	Napier	Cherie (laptop)	01/01/2015
Soc. Sci./CA	Navari	Jude	01/01/2015
SMT	Nguyen	Vanson	01/01/2015
Business	Nielsen	Karen	01/01/2015
Business	Nolan	Inger	01/01/2015
Business	Ortiz	Guillermo	01/01/2015
Business	Pate	Hui (Office PC)	01/01/2015
Business	Pelayo	Regina	01/01/2015
Business	Saenz	Cinthia	01/01/2015
Soc. Sci./CA	Schmierer	Tiffany	01/01/2015
Student Services	Shetaya	Crystal	01/01/2015
Operations	4-329A		01/01/2015
Business	Child Dev. Center		01/01/2015
Business	Smith	Evelyn	01/01/2015
PE/Athletics/Dance	Steele	Amber	01/01/2015
Operations	Tablan	Emmanuel	01/01/2015
Student Services	Weber	Janet	01/01/2015
LA/LR	Westfall	Jeffrey	01/01/2015
LA/LR	Wong	Karen	01/01/2015
Soc. Sci./CA	Wong	James	01/01/2015
Business	Child Dev. Center		01/01/2015



## Appendix C

### Five-Year Lab Replacement Schedule

#### Lab Identification Criteria (In priority)

1. What is the relevance of the program to the College's vision and strategic plan?
2. Does the current equipment and/or software prevent the program from reaching student learning outcomes?
3. Does the current equipment and/or software restrict effective instruction?
4. Are program enrollment demands exceeding the current lab capabilities?
5. Has there been an excessive number of service calls associated with the lab?
6. Are any of the above conditions likely to occur in the next 18 months?

**Note => Years 2014 – 2016 are not complete. It is expected that College instructional priorities and technology changes will impact this schedule in future years. Therefore, years 2011-2016 are minimal projections. The actual amounts will be more. The details for each year will be reviewed and updated annually.**

Lab Replacement Schedule F2012/Sp2013								
Bldg	Room	Program	Qty.	End of Life	Replace Yr.	Estimated Total	Priority	Comment
2	117B	CALT	33	2012	2012	\$49,500.	4.0	On Hold
5		Library Total	30	2011	2012	\$45,000.	5.0	In Process
5	110	ESL	5	2011	2012	\$7,500.	6.5	Complete
7	241	Biology Lab Total	36	2011	2012	\$52,400.	1.0	Complete
7	339	Chemistry Lab Total	36	2011	2012	\$47,600.	2.0	Complete
7	339	Physics	25	New		\$39,630	VPI App.	Complete
8	202	Auto	19	2010	2012	\$28,500.	3.0	Complete
8	200	Auto	10	New		\$16,380	VPI App	Complete
8	110	Journalism Total	14	2011	2012	\$23,100.	6.0	Complete
						\$ 309,610		

### Lab Replacement Schedule F2013/Sp2014

Bldg	Room	Program	Qty.	End of Life	Replace Yr.	Estimated Total	Priority
1	218	ELI	4	2011	2013	\$6,000.00	7
2	232	Testing	12	2011	2013	\$18,000.00	8
5	100	Learning Center Total	25	Varied	2013	\$37,500.00	1
5	132B	DSPLS Testing Total	11	Varied	2013	\$16,500.00	2
7	309	Mesa	5	2013	2013	\$7,500.00	3
8	121	Business	39	2011	2013	\$58,500.00	4
8	119	Business	37	2012	2013	\$55,500.00	5
8	119	Business	14	2012	2013	\$25,200.00	6

\$224,700.00

### Lab Replacement Schedule F2014/Sp2015

Bldg	Room	Program	Qty.	End of Life	Replace Yr.	Estimated Total	Priority
2	227	Transfer Center	12	2014	2014	\$18,000.00	1
5	100C	Language Lab	36	2014	2014	\$54,000.00	4
5	131	DSPLS Classroom	13	2014	2014	\$23,400.00	5
7	211	Allied Health Learning Center	7	2013	2014	\$10,500.00	3
8	101	AUTO	5	2013	2014	\$9,000.00	2

\$114,900.00

### Lab Replacement Schedule F2015/Sp2016

Bldg	Room	Program	Qty.	End of Life	Replace Yr.	Estimated Total	Priority
1	201	Midi	8	2015	2015	\$17,600.00	4
1	311F	CTTL	15	2015	2015	\$27,750.00	1
2	117A	CALT Total	43	Varied	2015	\$64,500.00	3
11	107	Auto	12	2014	2015	\$21,600.00	2

\$131,450.00

**Lab Replacement Schedule F2016/Sp2017**

Bldg	Room	Program	Qty.	End of Life	Replace Yr.	Estimated Total	Priority
5	200N	Library Classroom	38	2014	2016	\$57,000.00	5
8	103	Auto	4	2016	2016	\$6,000.00	1
2	116	C ALT	24	2014	2016	\$36,000.00	2
2	225	Student Services	13	2015	2016	\$15,600.00	3
1	219B	Career Total	25	Varied	2016	\$33,500.00	3

\$148,100.00

## Appendix D

### Update Schedule for Smart Classrooms and Conference Rooms

LOCATION		ROOM TYPE		Doc. Cam	PROJECTION/MONITOR			COMMENTS	REPLACEMENT Yr.		
Bldg.	Room	Confer	Class	Doc. Cam	Projector	lamp Hrs	Mon.		Bulb	Proj. Monit.	Doc Cam
1	107		✓	Samsung UF-130DX	Epson Pro-GL5350NL	781			2015	2015	2017
1	111		✓	None	Epson PL G5950	635			2015	2015	
1	205		✓	None	Sharp NV2			Non standard smart classroom. Is set up as swing space with old Projector & lectern. Needs to be upgraded with new equipment.		2013	
1	218		✓	None	Epson EMP 811					2013	
1	219B		✓	None	Epson D6250	136			2015	2016	
1	304		✓	None	Epson EMP6000i	1041				2013	
1	311F		✓	Lumens PS760	Epson BL 450WI	381				2015	2015
1	319	✓		None			NEC			2017	
2	108		✓	None	Epson EMP6000i	145				2014	
2	111		✓	None	Epson EMP6000i	449				2013	
2	117A		✓	None	Epson EMP6000i	767				2013	
2	117B		✓	None	Epson EMP6000i	1123				2013	
2	120		✓	None	Epson EMP6000i	344				2014	
2	122		✓	Samsung UF-130	Epson D6250	522				2016	2017
2	2305		✓	Lumens PS760	Epson EMP6000i	477				2014	2017
2	2306		✓	Samsung: UF-130DX	Epson Pro-G5300NL			Waiting for new desk for equipment.		2016	2016
2	2309		✓	Lumens PS760	Epson EMP6000i	20				2016	2017
3	A		✓	None	Epson EMP6000i	562			2015	2016	
3	E		✓	None	Sharp NV6			Projector in back cab & should be replaced with Epson & pole mounted.		2014	
3	104		✓	None	Epson PL830p	1223			2014	2015	
3	Gym		✓	None	Epson 8300i					2013	
4	102		✓	Samsung UF-130	Epson EMP6010i	639			2014	2016	2017
4	132	✓		None	Epson EMP6010i	48				2017	
4	148A		✓	Samsung UF-130	Epson EMP6010i	261		Dual Projector Room	2014	2016	2016
4	148B		See 148A	See 148A	Epson EMP6010i	259		Dual Projector Room	2014	2016	
4	170A		✓	Samsung UF-130	Epson EMP6010i	257		Dual Projector Room	2014	2016	2016
4	170B		See 170A	See 170A	Epson EMP6010i	256		Dual Projector Room	2014	2016	
4	180A		✓	Samsung UF-130	Epson EMP6010i	324		Dual Projector Room	2014	2016	2016
4	180B		See 180A	See 180A	Epson EMP6010i	324		Dual Projector Room	2014	2016	

LOCATION		ROOM TYPE		Doc. Cam	PROJECTION/MONITOR			COMMENTS	REPLACEMENT Yr.		
Bldg.	Room	Confer	Class	Doc. Cam	Projector	Lamp Hrs.	Mon.		Bulb	Proj. Monit.	Doc Cam
4	201A		✓	Samsung UF-130	Epson EMP6010i	160		Separate Rooms that can be combined as 201A/B		2017	2018
4	201B		✓	Samsung UF-130	Epson EMP6010i	256		Separate Rooms that can be combined as 201A/B		2017	2018
4	218		✓	Samsung UF-130	Epson EMP6010i	297				2017	2018
4	240		✓	Samsung UF-130	Epson EMP6010i	119				2018	2018
4	271		✓	Samsung UF-130	Epson EMP6010i	769			2014	2017	2017
4	272		✓	Samsung UF-130	Epson EMP6010i	885			2014	2017	2017
4	273		✓	Samsung UF-130	Epson EMP6010i	929			2014	2017	2017
4	274		✓	Samsung UF-130	Epson EMP6010i	853			2014	2017	2017
4	320	✓		None			NEC			2018	
4	301		✓	Samsung UF-130	Epson EMP6010i	494				2017	2017
4	343	✓		None	Epson BL 450WI	664			2014	2017	
5	100		✓	Samsung UF-130	Epson EMP6010i	379				2018	2018
5	102A		✓	Samsung UF-130	Epson EMP6010i	521			2014	2018	2018
5	131		✓	None	Epson BL 450WI	123			2016	2018	2019
5	200A		✓	None	Epson EMP6010i	931			2014	2015	
6	Caf	✓		None			6ea NEC			2016	
6	202	✓		None	Epson D6250	1225		6202, 6204, 6206 can be combined for larger rooms. Has contractor installed remote system that fails & should be replaced.	2013	2016	
6	203	✓		None	Epson EMP6000i	297				2017	
6	204	✓		None	Epson EMP830	28		6202, 6204, 6206 can be combined for larger rooms. Has contractor installed remote system that fails & should be replaced.		2017	
6	206	✓		None	Epson EMP830	550		6202, 6204, 6206 can be combined for larger rooms. Has contractor installed remote system that fails & should be replaced.		2017	
7	104		✓	Sampson UF-80S	Epson EMP6000i	136				2018	2018
7	106		✓	Sampson UF-80S	Epson EMP6000i	1226			2013	2016	2017
7	109		✓	Sampson UF-80S	Epson EMP6000i	688			2014	2016	2017
7	110		✓	Sampson UF-80S	Epson EMP6000i	1134			2013	2016	2017
7	111		✓	Sampson UF-80S	Epson EMP6000i	1098			2013	2016	2017
7	115		✓	Sampson UF-80S	Epson EMP6000i	472				2016	2017
7	204		✓	Sampson UF-80S	Epson EMP6010i	325				2017	2018

LOCATION		ROOM TYPE		Doc. Cam	PROJECTION/MONITOR			COMMENTS	REPLACEMENT Yr.		
Bldg.	Room	Confer	Class	Doc. Cam	Projector	Lamp Hrs.	Mon.		Bulb	Proj. Monit.	Doc Cam
7	205		✓	Sampson UF-80S	Epson EMP6010I	251				2017	2018
7	210		✓	Sampson UF-80S	Epson EMP6010I	1146			2013	2016	2017
7	215		✓	Sampson UF-80S	Epson EMP6010I	372				2017	2018
7	303		✓	Sampson UF-80S	Epson EMP6010I	1242			2013	2016	2017
7	304		✓	Sampson UF-80S	Epson EMP6010I	951			2013	2016	2017
7	305		✓	Sampson UF-80S	Epson EMP6010I	122				2017	2018
7	307		✓	Sampson UF-80S	Epson EMP6010I	1119			2013	2016	2017
7	310		✓	Sampson UF-80S	Epson EMP6010I	746			2014	2017	2018
7A	237		✓	Sampson UF-80S	Epson EMP6000i	894			2014	2017	2018
7A	238		✓	Sampson UF-80S	Epson EMP6000i	934			2014	2017	2018
7A	241		✓	Sampson UF-80S	Epson EMP6000i	867			2014	2017	2018
7A	333		✓	Sampson UF-80S	Epson EMP6000i	14				2017	2018
7A	338		✓	Sampson UF-80S	Epson EMP6000i	704			2015	2017	2018
7A	341		✓	Sampson UF-80S	Epson EMP6000i	970			2014	2017	2018
8	101		✓	None	Epson D6250	96			2017	2019	
8	103		✓	None	Epson EMP6000i	82			2014	2017	
8	116		✓	Samsung UF-130ST	Epson EMP6000i	857				2016	2018
8	117		✓	Samsung UF-130	Epson EMP6000i	1104			2013	2014	2017
8	118		✓	Samsung UF-130ST	Epson EMP6000i	994			2013	2014	2017
8	119		✓	None	Epson D6250	42			2014	2017	
8	121		✓	None	Epson EMP6000i	969			2013	2016	
8	202		✓	None	Epson EMP6000i	93			2015	2017	
8	203		✓	None	Epson D6250	526			2014	2017	
8	209		✓	None	Epson EMP6000i	517			2014	2016	
8	211		✓	Samsung UF-130ST	Epson EMP6000i	670			2014	2016	2017
8	213		✓	Samsung UF-130ST	Epson EMP6000i	616			2014	2016	2017
8	220		✓	Samsung UF-130X	Epson EMP6000i	866			2014	2016	2017
8	222		✓	Samsung UF-130ST	Epson EMP6000i	173			2015	2017	2018
8	224		✓	Samsung UF-130ST	Epson EMP6000i	1073			2013	2014	2017
8	226		✓	Samsung UF-130ST	Epson EMP6000i	1166			2013	2014	2017
8	302		✓	Samsung UF-130ST	Epson EMP6000i	548			2014	2016	2018
8	304		✓	Samsung UF-130ST	Epson EMP6000i	65			2014	2016	2018
8	306		✓	None	Epson EMP6000i	151			2014	2016	
8	308		✓	Samsung UF-130	Epson EMP6000i	486			2014	2016	2018
8	317		✓	Samsung UF-130ST	Epson EMP6000i	788			2014	2016	2018
8	319		✓	Samsung UF-130DX	Epson EMP6000i	158			2015	2017	2018
11	100		✓	None	Epson EMP6000i	107			2015	2018	
11	107		✓	Samsung UF-130	Epson EMP6000i	19			2015	2018	2019
11	108		✓	None	Epson EMP6000i	101			2015	2018	
19	129		✓	None	Epson BL 450WI	221			2015	2018	

## Appendix E

### Outcomes Faculty Survey on Online Instruction Fall 2012

#### Survey for Online Teaching:

- 10 questions
- 62 respondents
- Not all questions answered by all 62.

#### Questions:

1. How often do you currently use WebAccess?
2. How do you use WebAccess?
3. What type of orientation do you do for your students to prepare them for your online or hybrid course?
4. Do you feel like you are aware of and understand Section 508 guidelines for online materials?
5. How do you assess and evaluate your course in terms of organization and clarity of directions?
6. What tools are you currently using to create online course materials?
7. What sort of training would you like to attend for WebAccess?
8. What type of operating systems are you familiar with?
9. What sort of assistance with your WebAccess use would be helpful to you?
10. What types of workshops for applications/software for desktop/laptop would be helpful?

#### Noteworthy:

- WEBACCESS usage: Of those surveyed: 39.3 % of those surveyed do NOT use WebAccess at all. (why and what more can be done to raise that number)
- How is WEBACCESS being used: Online: 24.6 %; Web assisted 32.8%
- Orientation to Online/Hybrid class F2F: 34.5 %; Online: 25.9 % (a need for more training on how to do that for those offering online classes/or means for a general online class orientation for students)
- Section 508 which refers to accessibility issues and online courses: 57.4 % do not know what 508 is. This demonstrates a need for more training by Disabled Resources Center and integration of all courses.
- Course Evaluation: Data shows a variety of means, some in combination with others. Suggests a need for a standardization that would assist in Accreditation Data and DE planning.

**Tools and Future Training:**

- Most often used 'tool' is Power Point and or Keynote
- Most requested training at the very basic level which would agree with the data above and demonstrate more could be using if more training were offered. Additionally there is a need for advanced trainings which would increase the depth of usage and provide a basis of users who could assist those still at the beginning stages of usage.
- Operating System question demonstrates a fairly equal use of PC and Apple
- Other trainings/workshops: the responses show that there is an interest in training for other applications that can enhance learning for our student. Using technologies that are more than text based, such as audio and video would address various learning styles and methods of our students.
- There is also a great desire for information and training on Best Practices with the various technologies, so the Pedagogy/Andragogy part of Teaching and learning both for online and in the F2F classroom is also desired by the respondents at 46 percent rate in the data.

**Final Summary:** There is much work to do and the need for the CTTL is evident.








Goal 1: Get the CTTL open and available as a PLACE for Faculty and Staff.






Goal 2: Increase usage of Web Access to 80 percent by end of 2013. This can be achieved through workshops offered through the spring and Fall semester in addition to Flex day activity.






Goal 3: Set a calendar of trainings for Web Access, other apps especially audio and video and Best Practices are top priorities.



## Appendix F Results of Skyline TAC Survey

Survey Results		1/12/13 4:04 PM	
<b>PAGE:</b>			
1. Please tell us if you are a faculty member or a staff member at Skyline College.			
		Response Percent	Response Count
<b>Faculty</b>		<b>76.1%</b>	<b>70</b>
<b>Staff</b>		<b>23.9%</b>	<b>22</b>
		<b>answered question</b>	<b>92</b>
		<b>skipped question</b>	<b>1</b>
2. How satisfied are you with the assistance you receive for computer/printer repairs, software upgrades, systems upgrades, and/or other technical support needs?			
		Response Percent	Response Count
<b>Very Satisfied</b>		<b>48.4%</b>	<b>44</b>
<b>Somewhat Satisfied</b>		<b>36.3%</b>	<b>33</b>
<b>Somewhat Dissatisfied</b>		<b>8.8%</b>	<b>8</b>
<b>Very Dissatisfied</b>		<b>1.1%</b>	<b>1</b>
<b>N/A</b>		<b>5.5%</b>	<b>5</b>
		<b>Comments</b> <a href="#">Show replies</a>	<b>25</b>
		<b>answered question</b>	<b>91</b>
		<b>skipped question</b>	<b>2</b>
<a href="https://www.research.net/sr.aspx?sm=MfAccCekIV_2bjhLJKX7HD8QjqBqMkUNjkmAppERqauQc_3d">https://www.research.net/sr.aspx?sm=MfAccCekIV_2bjhLJKX7HD8QjqBqMkUNjkmAppERqauQc_3d</a>			
			Page 1 of 7

3. How satisfied are you with the technical assistance you receive for media support in classrooms, committee meetings, and special events?			
		Response Percent	Response Count
Very Satisfied		33.7%	31
Somewhat Satisfied		48.9%	45
Somewhat Dissatisfied		6.5%	6
Very Dissatisfied		1.1%	1
N/A		9.8%	9
		Comments <a href="#">Show replies</a>	18
		<b>answered question</b>	<b>92</b>
		<b>skipped question</b>	<b>1</b>

4. How satisfied are you with the level of technological equipment available to you to effectively and efficiently perform your job?			
		Response Percent	Response Count
Very Satisfied		23.9%	22
Somewhat Satisfied		42.4%	39
Somewhat Dissatisfied		20.7%	19
Very Dissatisfied		10.9%	10
N/A		2.2%	2
		Comments <a href="#">Show replies</a>	31
		<b>answered question</b>	<b>92</b>
		<b>skipped question</b>	<b>1</b>

5. Indicate your level of satisfaction with the following tools:						
	Very Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Very Dissatisfied	N/A	Response Count
<b>Banner</b>	5.6% (5)	20.0% (18)	10.0% (9)	2.2% (2)	62.2% (56)	90
<b>Outlook</b>	35.7% (30)	36.9% (31)	6.0% (5)	2.4% (2)	19.0% (16)	84
<b>WebSmart</b>	56.0% (51)	36.3% (33)	3.3% (3)	0.0% (0)	4.4% (4)	91
<b>SharePoint</b>	6.9% (6)	29.9% (26)	11.5% (10)	8.0% (7)	43.7% (38)	87
<b>Trac-Dat</b>	5.6% (5)	22.2% (20)	10.0% (9)	7.8% (7)	54.4% (49)	90
<b>Curricunet</b>	5.7% (5)	20.7% (18)	16.1% (14)	4.6% (4)	52.9% (46)	87
<b>WebAccess</b>	27.3% (24)	38.6% (34)	12.5% (11)	2.3% (2)	19.3% (17)	88
<b>GradeKeeper</b>	13.6% (12)	15.9% (14)	4.5% (4)	4.5% (4)	61.4% (54)	88
<b>MySMCCD</b>	33.0% (29)	25.0% (22)	3.4% (3)	0.0% (0)	38.6% (34)	88
<b>Google Docs</b>	21.6% (19)	25.0% (22)	2.3% (2)	2.3% (2)	48.9% (43)	88
<b>SARS Grid</b>	5.7% (5)	10.3% (9)	4.6% (4)	2.3% (2)	77.0% (67)	87
<b>SARS Track</b>	1.2% (1)	11.6% (10)	4.7% (4)	2.3% (2)	80.2% (69)	86
					Comments <a href="#">Show replies</a>	24
					<b>answered question</b>	<b>91</b>
					<b>skipped question</b>	<b>2</b>

6. Please rate how often you use the following types of technology in your job:					
	Often	Occasionally	Never	Interested in Learning More	Response Count
Smart Classroom	51.6% (47)	19.8% (18)	17.6% (16)	11.0% (10)	91
Document Camera	27.5% (25)	18.7% (17)	39.6% (36)	14.3% (13)	91
Tablet computer	14.3% (12)	11.9% (10)	45.2% (38)	28.6% (24)	84
iPad/iPod or similar	21.3% (19)	20.2% (18)	38.2% (34)	20.2% (18)	89
Computer	92.2% (83)	7.8% (7)	0.0% (0)	0.0% (0)	90
Smart Phone	35.2% (32)	14.3% (13)	34.1% (31)	16.5% (15)	91
Smart Board	1.1% (1)	8.0% (7)	48.9% (43)	42.0% (37)	88
iTunes U	3.3% (3)	17.8% (16)	45.6% (41)	33.3% (30)	90
DVDs	20.7% (19)	54.3% (50)	20.7% (19)	4.3% (4)	92
VHS Tapes	10.1% (9)	34.8% (31)	50.6% (45)	4.5% (4)	89
Clickers	9.0% (8)	12.4% (11)	42.7% (38)	36.0% (32)	89
				Comments <a href="#">Show replies</a>	15
			answered question		92
			skipped question		1

7. Please rate your agreement with the following statements about technology:						
	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree	N/A	Response Count
Technology makes my job easier.	69.3% (61)	27.3% (24)	2.3% (2)	1.1% (1)	0.0% (0)	88
Because of technology, I feel that I can better perform all aspects of my job.	63.0% (58)	28.3% (26)	7.6% (7)	0.0% (0)	1.1% (1)	92
Because of technology, I feel that I can better serve students.	68.9% (62)	28.9% (26)	1.1% (1)	1.1% (1)	0.0% (0)	90
I feel that I have been included in the technology decisions that affect my work.	17.4% (16)	34.8% (32)	27.2% (25)	15.2% (14)	5.4% (5)	92
I get the training I need for the technology I use in my job.	13.0% (12)	43.5% (40)	31.5% (29)	8.7% (8)	3.3% (3)	92
					Comments <a href="#">Show replies</a>	12
					answered question	92
					skipped question	1




8. Where do you get your technology training from? Check as many as apply.			
		Response Percent	Response Count
SMCCD in-person training		50.0%	44
Web-based tutorials		51.1%	45
Manuals		42.0%	37
Peers		69.3%	61
Other		31.8%	28
		Comments <a href="#">Show replies</a>	23
		answered question	88
		skipped question	5



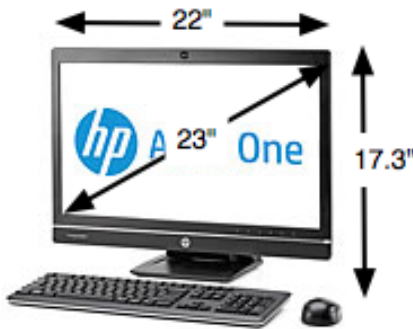
## Appendix G District Technology Standards 2012-2013

### Important:


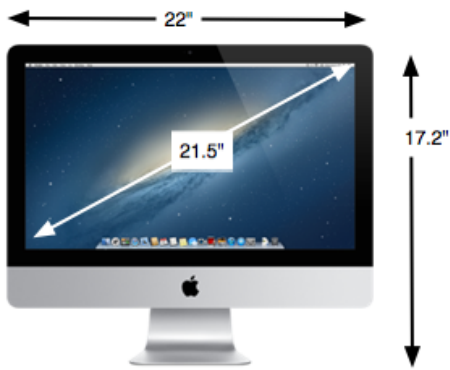
- The purpose of the page to serve as an aid for technology budget planning and to give equipment specifications.
- **All products listed are subject to change without notice.**
- Prices are volatile and will change. The prices listed on this page may not reflect the actual cost at time of purchase
- There maybe discounts on quantities greater than 4.
- If you don't see the exact product you need, contact your campus technology lead.

## Desktop Computers

Users	Uses	Model	Specifications	Cost
Classified, Administrator, Counselors, Planners  	<ul style="list-style-type: none"> <li>✓ Banner</li> <li>✓ WebSmart</li> <li>✓ Office</li> <li>✓ Adobe Suite</li> <li>✓ Advanced PC Apps.</li> <li>✓ Supports two monitors.</li> </ul>	Combination CPU and Monitor Monitor HP 2440w CPU HP Z220 SFF  	<b>CPU</b> <ul style="list-style-type: none"> <li>• Small Form Factor</li> <li>• i5 Processor</li> <li>• Processor speed 3.2 GHz</li> <li>• Memory 8GB</li> <li>• Quadro 600 Graphics Card</li> <li>• Hard Drive 500 GB</li> <li>• DVD (Read/Write) Drive</li> <li>• 3.5" Drive</li> <li>• 4-year Warranty</li> <li>• <a href="#">More Detail</a> (Advanced User)</li> </ul> <b>Monitor</b> <ul style="list-style-type: none"> <li>• 24" Diagonal Screen</li> <li>• 1000:1 Contrast ratio</li> <li>• HDMI input</li> <li>• Sound bar</li> <li>• ENERGY STAR®</li> <li>• <a href="#">More Detail</a> (Advanced User)</li> </ul>	Combination <b>\$1708*</b>  * Includes tax and all other charges
		Monitor Only  	<b>Monitor</b> <ul style="list-style-type: none"> <li>• 24" Diagonal Screen</li> <li>• 1000:1 Contrast ratio</li> <li>• HDMI input</li> <li>• Sound bar</li> <li>• ENERGY STAR®</li> <li>• <a href="#">More Detail</a> (Advanced User)</li> </ul>	Monitor Only <b>\$383*</b>  * Includes tax and all other charges


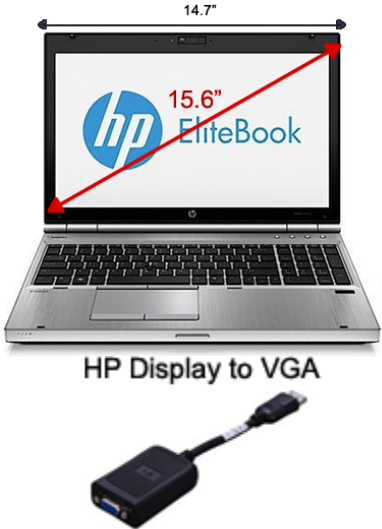
		<p style="text-align: center;">CPU Only</p> 	<p>CPU</p> <ul style="list-style-type: none"> <li>• Small Form Factor</li> <li>• i5 Processor</li> <li>• Processor speed 3.2 GHz</li> <li>• Quadro 600 Graphics Card</li> <li>• Memory 8GB</li> <li>• Hard Drive 500 GB</li> <li>• DVD(Read/Write) Drive</li> <li>• 3.5" Drive</li> <li>• 4-year Warranty</li> <li>• <a href="#">More Detail</a> (Advanced User)</li> </ul>	<p style="text-align: center;"><b>CPU Only</b> <b>\$1308*</b></p> <p>* Includes tax and all other charges</p>
<p><b>Classified,</b> Administrator, Counselors, Planners, Labs, SARS. Registration, Library Student Labs</p> 	<ul style="list-style-type: none"> <li>✓ Banner,</li> <li>✓ WebSmart,</li> <li>✓ Office,</li> <li>✓ Adobe Suite,</li> <li>✓ Advanced PC Apps.</li> <li>✓ SARS,</li> <li>✓ Student Serv</li> <li>✓ Skype</li> <li>✓ <b>Doesn't Support 2<sup>nd</sup> Monitor</b></li> </ul>	<p style="text-align: center;">HP Compaq Elite 8300 All-in-One</p> 	<p>CPU</p> <ul style="list-style-type: none"> <li>• All-in-One</li> <li>• 23" Display</li> <li>• Touch Screen**</li> <li>• i5 Processor</li> <li>• Processor speed 3.2 GHz</li> <li>• Memory 8GB</li> <li>• Hard Drive 500 GB</li> <li>• USB 3.0</li> <li>• Network Gigabit (Rj-45)</li> <li>• DVD (Read/Write) Drive</li> <li>• Built-in stereo sound</li> <li>• Built-in microphone</li> <li>• Built-in camera</li> <li>• WiFi 802.11a/b/g/n</li> <li>• Wireless keyboard</li> <li>• Wireless mouse</li> <li>• 4-year Warranty</li> <li>• <a href="#">More detail</a> (Advanced User)</li> </ul> <p>** Currently only SARS Track is a good use for touch screen</p>	<p style="text-align: center;"><b>All-in-One</b> <b>\$1400*</b></p> <p>* Includes tax and all other charges</p>








<p><b>Student labs,</b> Faculty Offices for users that don't opt for a laptop ,</p> 	<ul style="list-style-type: none"> <li>✓ Multimedia</li> <li>✓ Graphics</li> <li>✓ Science</li> <li>✓ Skype</li> <li>✓ FaceTime</li> <li>✓ WebSmart</li> <li>✓ MSOffice</li> <li>✓ Adobe Suite</li> <li>✓ <b>Doesn't support Banner!</b></li> <li>✓ <b>No CD or DVD Drive!</b></li> <li>✓ <b>Windows virtual software not supported by District.</b></li> </ul>	<p style="text-align: center;"><b>iMac 21.5"</b></p> 	<p style="text-align: center;"><b>iMac</b></p> <ul style="list-style-type: none"> <li>• All-in-One</li> <li>• 21.5" Display LED Backlit 1920*1080</li> <li>• i5 Processor</li> <li>• Processor speed 3.2 GHz</li> <li>• Memory 8GB</li> <li>• Hard Drive 1 TB</li> <li>• Graphics- GeForce GT 640M 512MB</li> <li>• USB 3.0</li> <li>• Thunderbolt</li> <li>• Bluetooth 4.0</li> <li>• Network Gigabit (Rj-45)</li> <li>• Built-in Stereo sound</li> <li>• Built-in dual microphone</li> <li>• Built-in HD 720P camera</li> <li>• WiFi 802.11a/b/g/n</li> <li>• Wireless keyboard</li> <li>• Wireless mouse</li> <li>• 4-year Warranty</li> </ul>	<p style="text-align: center;"><b>iMac</b> <b>\$1480*</b></p> <p>* Includes tax and all other charges</p>
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## Appendix G District technology Standards 2012-2013

### Laptop Computers

Users	Uses	Model	Specifications	Cost
<p>Faculty, Administrator and power users</p> 	<ul style="list-style-type: none"> <li>✓ Faculty computing</li> <li>✓ MS Office</li> <li>✓ Classroom</li> <li>✓ Meetings,</li> <li>✓ Conferences</li> <li>✓ Skype,</li> <li>✓ Video conferencing</li> <li>✓ Banner</li> <li>✓ WebSmart</li> <li>✓ Office</li> <li>✓ Adobe Suite.</li> </ul>	<p><b>HP EliteBook 8570p Notebook</b></p>  <p>HP Display to VGA</p>	<ul style="list-style-type: none"> <li>• Windows 7</li> <li>• Intel Core i5 2.60 GHz, (Turbo up to 3.3 GHz)</li> <li>• 8 GB RAM</li> <li>• Screen 15.6" LED-backlit (1600 x 900)</li> <li>• Integrated HD Webcam</li> <li>• Built-in microphone</li> <li>• Graphics AMD 7570M</li> <li>• Hard Drive 500 GB 7200 rpm</li> <li>• <b>Weight 6 Lbs.</b></li> <li>• DVD±RW</li> <li>• Bluetooth</li> <li>• Wireless -N 6205</li> <li>• Gigabit Ethernet</li> <li>• 56k v.92 Modem</li> <li>• 1 Express Card Slot</li> <li>• 1 Smart Card Reader</li> <li>• Headphone jack</li> <li>• Built in speakers</li> <li>• 6 Hr Lithium-Ion battery</li> <li>• HP Display to VGA connector</li> <li>• TPM 1.2 security &amp; Fingerprint sensor</li> <li>• HP Elite 3-year warranty</li> </ul>	<p><b>HP EliteBook 8570p Notebook</b></p> <p><b>\$1546*</b></p> <p>* Includes tax and all other charges</p>



<p>Faculty, Administrators wanting a Mac alternative</p> 	<ul style="list-style-type: none"> <li>✓ <b>Faculty computing</b></li> <li>✓ Office</li> <li>✓ Adobe Suite.</li> <li>✓ Classroom</li> <li>✓ Meetings,</li> <li>✓ Conferences</li> <li>✓ Skype,</li> <li>✓ Video conferencing</li> <li>✓ WebSmart</li> <li>✓ <b>Doesn't support Banner!</b></li> <li>✓ <b>Windows virtual software not supported by District.</b></li> </ul>	<p style="text-align: center;"><b>MacBook Pro 15"</b></p>   <p style="text-align: center;">Mini-Display to VGA</p>	<p style="text-align: center;"><b>iMac</b></p> <ul style="list-style-type: none"> <li>• OS 10.8</li> <li>• Intel Core <b>i7</b>, 2.3 GHz (Turbo up to 3.3GHz)</li> <li>• 8GB RAM</li> <li>• Hard Drive 500 GB 540 RPM</li> <li>• Screen <b>15.4"</b> LED backlit (1440* 900)</li> <li>• Graphics- NVIDIA GeForce 650M 512 MB &gt;Supports 2 displays at full resolution</li> <li>• <b>HD 720P Webcam</b></li> <li>• Built-in microphone</li> <li>• <b>Weight 5.6 Lbs.</b></li> <li>• DVD±RW</li> <li>• Wireless 802.11n</li> <li>• Gigabit Ethernet</li> <li>• Bluetooth 4.0</li> <li>• Thunderbolt</li> <li>• USB 3.0</li> <li>• Firewire</li> <li>• SDX Card Slot</li> <li>• Audio line in</li> <li>• Audio line out</li> <li>• Headphone Jack</li> <li>• Built-in Stereo sound</li> <li>• Battery 7-hour lithium-polymer</li> <li>• Apple mini-display to VGA adapter</li> <li>• iLife Software included</li> <li>• Apple Care 3-year Warranty</li> </ul>	<p style="text-align: center;"><b>MacBook Pro 15"</b></p> <p style="text-align: center;"><b>\$2215*</b></p> <p>* Includes tax and all other charges</p>
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Users	Uses	Model	Specifications	Cost
<p><b>On the go!</b> Faculty and Administrators</p> 	<ul style="list-style-type: none"> <li>✓ <b>Travel</b></li> <li>✓ Meetings,</li> <li>✓ Skype</li> <li>✓ Video conferencing</li> </ul> <p>Software</p> <ul style="list-style-type: none"> <li>✓ WebSmart</li> <li>✓ Adobe Suite</li> <li>✓ Office</li> <li>✓ <b>Doesn't support Banner!</b></li> <li>✓ <b>No CD or DVD Drive!</b></li> <li>✓ <b>Windows virtual software not supported by District.</b></li> </ul>	<p style="text-align: center;"><b>MacBook Air 13"</b></p> 	<p style="text-align: center;">iMac</p> <ul style="list-style-type: none"> <li>• OS 10.8</li> <li>• Intel Core <b>i5</b>, 1.8 GHz (Turbo up to 2.8GHz)</li> <li>• 8GB RAM</li> <li>• Hard Drive 128 GB Flash Storage</li> <li>• Screen <b>13.3"</b> LED backlit (1440* 900)</li> <li>• Graphics- Intel HD Graphics 4000&gt;Supports 2 displays at full resolution</li> <li>• <b>HD 720P Webcam</b></li> <li>• Built-in microphone</li> <li>• <b>Weight 2.9 Lbs.</b></li> <li>• Wireless 802.11n</li> <li>• Gigabit Ethernet with included adapter</li> <li>• Bluetooth 4.0</li> <li>• Thunderbolt</li> <li>• USB 3.0</li> <li>• SD Card Slot</li> <li>• Built-in Stereo sound</li> <li>• Battery 7-hour lithium-polymer</li> <li>• Apple mini-display to VGA adapter</li> <li>• Apple Thunderbolt to Gigabit Adapter</li> <li>• iLife Software included</li> <li>• Apple Care 3-year Warranty</li> </ul>	<p><b>MacBook Air 13"</b></p> <p><b>\$1590*</b></p> <p>* Includes tax and all other charges</p>



<p><b>Ultra-Light Weight</b> Faculty and Administrators</p> 	<ul style="list-style-type: none"> <li>✓ <b>Travel</b></li> <li>✓ Meetings,</li> <li>✓ Skype</li> <li>✓ Video conferencing</li> </ul> <p>Software</p> <ul style="list-style-type: none"> <li>✓ WebSmart</li> <li>✓ MS Office</li> <li>✓ <b>Doesn't support Banner!</b></li> <li>✓ <b>No CD or DVD Drive!</b></li> <li>✓ <b>Windows virtual software not supported by District.</b></li> </ul>	<p style="text-align: center;"><b>MacBook Air 11"</b></p> 	<p style="text-align: center;">iMac</p> <ul style="list-style-type: none"> <li>• OS 10.8</li> <li>• Intel Core <b>i5</b>, 1.7 GHz (Turbo up to 2.6GHz)</li> <li>• 8GB RAM</li> <li>• Hard Drive 64 GB Flash Storage</li> <li>• Screen <b>11.6."</b> LED backlit (1366* 768)</li> <li>• Graphics- Intel HD Graphics 4000&gt;Supports 2 displays at full resolution</li> <li>• <b>HD 720P Webcam</b></li> <li>• Built-in microphone</li> <li>• <b>Weight 2.38 Lbs.</b></li> <li>• Wireless 802.11n</li> <li>• Gigabit Ethernet with included adapter</li> <li>• Bluetooth 4.0</li> <li>• Thunderbolt</li> <li>• USB 3.0</li> <li>• Built-in Stereo sound</li> <li>• Battery 5-hour lithium-polymer</li> <li>• Apple mini-display to VGA adapter</li> <li>• Apple Thunderbolt to Gigabit Adapter</li> <li>• iLife Software included</li> <li>• Apple Care 3-year Warranty</li> </ul>	<p><b>MacBook Air 11"</b></p> <p><b>\$1377*</b></p> <p>* Includes tax and all other charges</p>
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## Appendix G District Technology Standards 2012-2013

### Printers

Users	Uses	Model	Specifications	Cost
All	<ul style="list-style-type: none"> <li>✓ Single or shared office</li> <li>✓ Low volume secondary printer in busy office</li> </ul>	<p><b>HP LaserJet Pro 4 M401dn</b> <b>Black and White</b></p> 	<p><b>M401dn</b></p> <ul style="list-style-type: none"> <li>• Black and White</li> <li>• Double sided printing</li> <li>• 35 pages per minute</li> <li>• Print quality 1200*1200 dots per inch</li> <li>• Monthly volume less than 3,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Walk-up USB</li> <li>• Memory 256 MB</li> <li>• Paper handling- Tray 1 50-sheet multipurpose, Tray 2 250 sheet</li> <li>• Paper size max = Legal</li> <li>• Dimensions max 14.35 x 24.94 x 15.10 in</li> <li>• Weight 24.2 Lbs.</li> <li>• Warranty 3-years</li> </ul>	<p><b>M401dn</b></p> <p>\$494</p>
All	<ul style="list-style-type: none"> <li>✓ Single or shared office</li> <li>✓ Low volume secondary printer in busy office</li> <li>✓ Low volume copy machine and FAX</li> </ul>	<p><b>Multifunction (print, scan, fax &amp; copy)</b> <b>HP LaserJet Pro 400 MFP M425dn</b> <b>Black and White</b></p> 	<p><b>MFP M425dn</b></p> <ul style="list-style-type: none"> <li>• Black and White</li> <li>• Double sided printing</li> <li>• 35 pages per minute</li> <li>• Print quality 1200*1200 dots per inch</li> <li>• Monthly volume less than 3,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Walk-up USB</li> <li>• Memory 256 MB</li> <li>• Paper handling- Tray 1 50-sheet multipurpose, Tray 2 250 sheet</li> <li>• Paper size max = Legal</li> <li>• Dimensions max 17.32 x 24.94 x 26 in</li> <li>• Weight 33 Lbs.</li> <li>• Warranty 3-years</li> </ul>	<p><b>MFP M425dn</b></p> <p>\$922</p>

Users	Uses	Model	Specifications	Cost
All	<ul style="list-style-type: none"> <li>✓ <b>Single or shared office</b></li> <li>✓ Low volume color printing in any office</li> </ul>	<p><b>HP LaserJet Pro 400 color M451dn</b></p>  <p style="text-align: center;">Warning 4 replacement cartridges are \$500+</p>	<p style="text-align: center;"><b>M451dn</b></p> <ul style="list-style-type: none"> <li>• <b>Color</b></li> <li>• Double sided printing</li> <li>• 21 pages per minute</li> <li>• Print quality 600*600 dots per inch, BW &amp; color</li> <li>• Monthly volume less than 2,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Memory 128 MB Standard 384 Max.</li> <li>• Paper handling- Tray 1 50-sheet multipurpose, Tray 2 250 sheet</li> <li>• Paper size max = Legal</li> <li>• Dimensions max 15.9x 27 x 12.7 in</li> <li>• Weight 52 Lbs.</li> <li>• Warranty 3-years</li> </ul>	<p style="text-align: center;"><b>M451dn</b></p> <p style="text-align: center;"><b>\$590</b></p>
All	<ul style="list-style-type: none"> <li>✓ <b>Single or shared office</b></li> <li>✓ Low volume color printing in any office</li> <li>✓ Low volume copy machine and FAX</li> <li>✓ Scanner</li> </ul>	<p><b>Multifunction (print, scan, fax &amp; copy)</b> <b>HP LaserJet Pro 400 color M475dn</b></p>  <p style="text-align: center;">Warning 4 replacement cartridges are \$500+</p>	<p style="text-align: center;"><b>MFP451dn</b></p> <ul style="list-style-type: none"> <li>• <b>Color</b></li> <li>• Double sided printing</li> <li>• 21 pages per minute</li> <li>• Print quality 600*600 dots per inch, BW &amp; color</li> <li>• Monthly volume less than 2,500 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Memory 192 MB Standard 448 Max.</li> <li>• Paper handling- Tray 1 50-sheet multipurpose, Tray 2 250 sheet</li> <li>• Paper size max = Legal</li> <li>• Max. Scan 300 dots per inch</li> <li>• Max Copy 300 dots per inch</li> <li>• Dimensions max 16.5x 27 x 19.7 in</li> <li>• Weight 65 Lbs.</li> <li>• Warranty 3-years</li> </ul>	<p style="text-align: center;"><b>MFP451dn</b></p> <p style="text-align: center;"><b>\$1147</b></p>

Workgroup Printers				
<p><b>All</b></p>	<ul style="list-style-type: none"> <li>✓ <b>Workgroups</b></li> <li>✓ High volume printing</li> </ul>	<p><b>HP LaserJet Enterprise 600 M601dn</b> <b>Black and White</b></p> 	<p><b>M601dn</b></p> <ul style="list-style-type: none"> <li>• Black and White</li> <li>• Double sided printing</li> <li>• 45 pages per minute</li> <li>• Print quality 1200*1200 dots per inch</li> <li>• Monthly volume less than 12,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Memory 512 MB standard 1 GB Max</li> <li>• Paper handling- Tray 1 100-sheet multipurpose, Tray 2 500 sheet</li> <li>• Paper size max = Legal</li> <li>• Dimensions max 16.3 x 30.2 x 15.17 in</li> <li>• Weight 57.8 Lbs.</li> <li>• Warranty 4-years</li> </ul>	<p><b>M601dn</b></p> <p style="text-align: center;">\$1,166</p>
<p><b>All</b></p>	<ul style="list-style-type: none"> <li>✓ <b>Workgroups</b></li> <li>✓ High volume printing</li> <li>✓ High volume copy</li> <li>✓ Scan</li> <li>✓ FAX</li> </ul>	<p><b>Multifunction (print, scan, fax &amp; copy)</b> <b>HP LaserJet Enterprise 500 MFP M525dn</b> <b>Black and White</b></p> 	<p><b>MFP M525dn</b></p> <ul style="list-style-type: none"> <li>• Black and White</li> <li>• Double sided printing</li> <li>• 42 pages per minute</li> <li>• Print quality 1200*1200 dots per inch</li> <li>• Monthly volume less than 6,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Memory 1 GB standard 1 GB Max</li> <li>• Paper handling- Tray 1 100-sheet multipurpose, Tray 2 500 sheet</li> <li>• Paper size max = Legal</li> <li>• Scanner bed Max 8.5 * 14</li> <li>• Scan max 600 dots per inch</li> <li>• Copier max 600 dots per inch</li> <li>• Dimensions max 16.3 x 30.2 x 15.17 in</li> <li>• Weight 57.8 Lbs.</li> <li>• Warranty 4-years</li> </ul>	<p><b>MFP525dn</b></p> <p style="text-align: center;">\$2,685</p>



<p>All</p>	<p>✓ High volume color printing in any office</p>	<p><b>Multifunction (print, scan, fax &amp; copy)</b>  <b>HP LaserJet Enterprise 500 color M575dn</b></p>	<p><b>M575dn</b></p> <ul style="list-style-type: none"> <li>• <b>Color</b></li> <li>• Double sided printing</li> <li>• 33 pages per minute</li> <li>• Print quality 1200*1200 dots per inch, BW &amp; color</li> <li>• Monthly volume less than 5,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Memory 1 GB Standard 1 GB Max.</li> <li>• Paper handling- Tray 1 100-sheet multipurpose, Tray 2 500 sheet</li> <li>• Paper size max = Legal</li> <li>• Dimensions max 32.4x 29.1 x 15.8 in</li> <li>• Weight 76 Lbs.</li> <li>• Warranty 4-years</li> </ul>	<p><b>M575dn</b></p> <p><b>\$1,109</b></p>
<p>All</p>	<p>✓ High volume color printing in any office                  ✓ Color FAXing                  ✓ Color Copy                  ✓ Color scanner</p>	<p><b>Multifunction (print, scan, fax &amp; copy)</b>  <b>HP LaserJet Enterprise 500 color MFP551dn</b></p>	<p><b>MFP551dn</b></p> <ul style="list-style-type: none"> <li>• <b>Color</b></li> <li>• Double sided printing</li> <li>• 31 pages per minute</li> <li>• Print quality 1200*1200 dots per inch, BW &amp; color</li> <li>• Monthly volume less than 6,000 pages per month</li> <li>• Ethernet connection</li> <li>• HP ePrint</li> <li>• Apple AirPrint</li> <li>• Memory 1.5 GB Standard 1.5 GB Max.</li> <li>• Paper handling- Tray 1 100-sheet multipurpose, Tray 2 250 sheet</li> <li>• Paper size max = Legal</li> <li>• Scanner bed Max 8.5 * 14</li> <li>• Scan max 600 dots per inch</li> <li>• Copier max 600 dots per inch</li> <li>•</li> <li>• Dimensions max 36.7x 21.8 x 23 in</li> <li>• Weight 102 Lbs.</li> <li>• Warranty 4-years</li> </ul>	<p><b>MFP551dn</b></p> <p><b>\$4,597</b></p>

## Appendix G District Technology Standards 2012-2013

### Accessories

Users	Uses	Model	Specifications	Cost
All	✓ Wireless keyboard for any computer	Logitech Wireless Solar Keyboard K750 	<b>K750</b> <ul style="list-style-type: none"> <li>• Solar Powered</li> <li>• Full size keyboard with number pad</li> </ul>	<b>K750</b>  PC \$73 Mac \$73
All	Wireless mouse for any computer	Logitech Performance Mouse MX 	<b>Mouse MX</b> <ul style="list-style-type: none"> <li>• Darkfield laser</li> <li>• Rechargeable battery</li> <li>• Mac and PC</li> </ul>	<b>Mouse MX</b>  <b>\$100</b>

## Appendix H

# District ITS Strategic Plan for Information Technology 2012-2016

Revised July 2012

<http://www.smccd.edu/itstrategicplan/>

## Appendix I

### **Technology Advisory Committee 2012-2013**

Bridget Fischer, Social Science/Creative Arts Faculty Division Faculty –Co-Chair

Raymond Hernandez, Dean SMT Division—Co-Chair

Sarah Perkins, Vice-President Instruction

John Mosby, Dean Enrollment Services

Tom Broxholm, Business Division Faculty

Liz Gaudet, District Web Programmer Analysts

Alma Cervantes, Business Division Faculty

Don Carlson, Dean-Business Division

Cindy Moss, Faculty Science Math Technology

Kevin Chak, Skyline Bookstore Manager

Judith Lariviere, Counseling Division Faculty

Jim Petromilli – Skyline College Consultant

Christopher Weidman, Classified Representative

Jude Navari, Social Science/Creative Arts Division Faculty

Gary Nicols, Language Arts Division Faculty

