

Proposed Approach for Information Technology Planning and Decision Making – Draft

Revised 12:09 p.m. 11/7/02

Proposed Changes in IT Planning and Decision-Making

In order to enable the college to make sound planning and decisions regarding its IT efforts, the following conditions must be met. The focus of the Information Resources Division needs to be, as a service, support, and resource organization to meet the defined business needs of the college. Close working relationships need to be developed and maintained between IRD and each of the major functional areas of the organization. The President and Cabinet need to be engaged actively in the planning, funding, and prioritization of technology initiatives to meet institutional goals.

There is a need to improve the collaboration, communication, and understanding of SBCC technology directions and initiatives throughout the college community. This will be an important part of any successful model for IT planning.

The proposed changes are intended to drive decision-making for IT initiatives as close to the operational units as possible. The organizational structures and processes we put in place should support this operating principle. A clearly defined process is needed for the resolution of issues, processes, policies, or resource requirements among operational units. Clear authority and responsibilities for technology decisions need to be developed and incorporated into the new model.

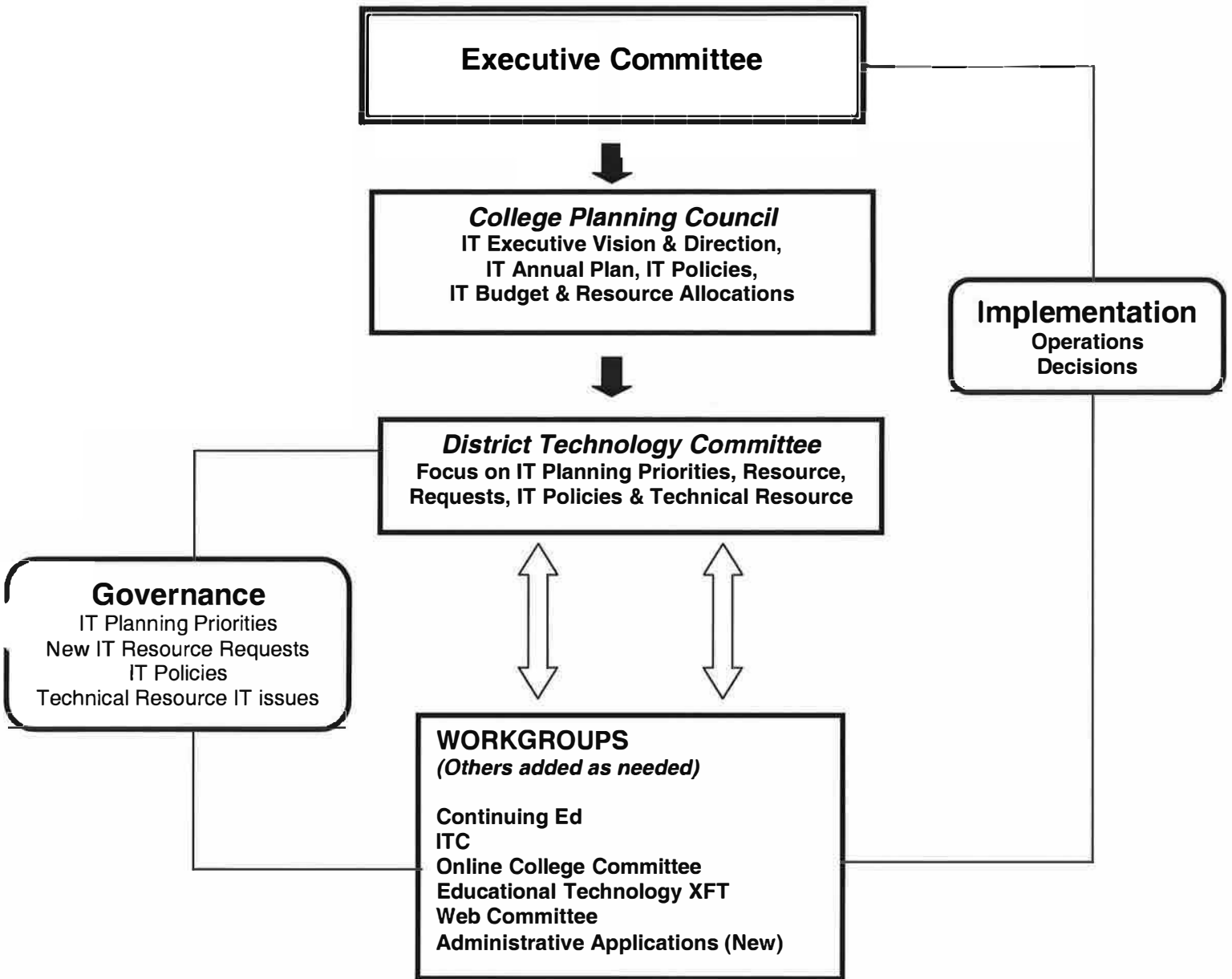
Decisions regarding IT initiatives should be evaluation with respect to each of the following four factors or drivers: (1) customer needs and expectations; (2) empowerment of the individual; (3) efficient and effective operational processes; and (4) maintaining a competitive edge.

Proposed Structure for Information Technology (IT) Planning and Decision-Making

The proposed governance organizational structure for IT planning and decision-making is shown on page 2. It consists of the IT Executive Committee, an expanded role for the District Technology Committee (DTC), and the College Planning Council. The proposed organizational structure is designed to provide members of the college's major constituency groups (students, faculty, classified staff and administrators) with information about the college's technology initiatives and opportunities for input into directions pertaining to technology strategic directions and initiatives. The proposed governance structure for technology planning is designed to enable decisions regarding technology initiatives to be made by those most closely affected by the technology directions and initiatives. In order to facilitate the planning and decision-making process, members of the Information Resources Division staff will serve as technical support and resources to units of the college that are responsible for using the technologies in question to serve their clients (i.e., students, faculty and staff, community-based organizations). The following is a brief description of the roles, responsibilities and membership for each of the proposed IT planning and decision-making committees.

SANTA BARBARA CITY COLLEGE

November 5, 2002



Suggested DTC Membership:

- VP, IRD (Chair)
- 4 Faculty Members from ITC, plus Director of FRC Continuing Education
- Student Support Services
- Business Services
- IRD
- Dean, Education Technology
- Applications Administrator, SBCC Pipeline Coordinator, Instructional Labs (ICLS)
- Student Senate
- 2 CSEA Appointments

Applications/Workgroup (AAW)

The Administrative Applications Workgroup is responsible for helping to devise and implement recommendations pertaining to planning, implementing, monitoring and evaluating the college's administrative technology applications. Administrative applications include: the Oracle Enterprise Relations Programs (ERP) comprised of Oracle Finance, Oracle Human Resources and Oracle Student Systems (OSS); Web development, including the organization, software application programs and policies regarding the college's Web site (WWW.SBCC.Edu); office automation tools, including the college's e-mail and Internet Web browser tools; the college's Intranet infrastructure; and decision-support system tools such as iPortal and Discoverer. This workgroup will also help formulate and review proposals regarding hosting of administrative systems applications.

District Technology Committee

The District Technology Committee will be responsible for identifying IT planning priorities, new IT resource requests, IT policies and serve as a resource for IT related matters. DTC will form standing workgroups as well as *ad hoc* workgroups to concentrate on specific IT planning, resource and technical matters. Recommendations of the workgroups pertaining to governance related items such as IT planning priorities, new IT resource requests and IT policies will be forwarded to DTC who, in turn, will send its recommendations to CPC where appropriate IT related decisions pertaining to implementation processes and procedures will be referred to the Executive Committee for its review.

Proposed New Workgroup: Administrative Applications

Suggested DTC Membership

The District Technology Committee will meet the second and fourth Tuesday of each month from 3:00 to 5:00 p.m. The suggested membership of this college committee is as follows:

- VP, IRD (Chair)
- 3 Faculty Members from ITC, plus Director of FRC
- Continuing Education
- Student Development
- Business Services
- IRD
- Dean, Education Technology
- Assistant Administrator, SBCC Pipeline
- Coordinator, Instructional Labs (ICLC)
- Student Senate
- 2 CSEA Appointments

IRD Recommendations for Computer Replacements – 03/04

The following are the recommendations from the Information Resources Division regarding allocation of replacement dollars for the 03/04 fiscal year.

CPUs

Change all computers on a 3 year replacement to a 4 year replacement cycle. The computers which would fall in that category are all Dells between 600 & 900 MHz (about 450 computers this year for a savings of about \$700K). This level of processing power is quite adequate for many, if not all of the applications run at SBCC. All that would be replaced would be about 90 MACs, a smattering of PCs as necessary and 40 X-Windows terminals in Computer Science.

RAM Memory

Do ram upgrades as necessary for any of those computers needing it. (An estimated cost of \$40K or less.) This will accommodate any requirements of software upgrades for the following year.

Windows2000 & Office2000 Upgrades

Continue the project of upgrading all PCs to Windows 2000 and Office 2000 from Windows 95, 98 & NT. (No cost as we are licensed for the software.)

Computer Monitors

Do not replace any computer monitors unless:

- a. They are less than 17"
- b. They are dead.
- c. A flat panel display is needed because of space constraints or ergonomic reasons.

Department	CPU Type	Description	First Name	Last Name	Room	Tag#
ART	CPU G3-333	APPLE IMAC 333MHZ	LINDA	BENET	H215	14680
COMPUTER SCIENCE (39)	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14032
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14033
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14034
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14035
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14036
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14037
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14038
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14039
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14040
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14041
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14042
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14043
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14044
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14045
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14046
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14048
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14049
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14050
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14052
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14053
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14054
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14055
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14056
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14057
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14058
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14059
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14061
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14062
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14063
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14064
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14065
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14066
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14067
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14068
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14069

Department	CPU Type	Description	First Name	Last Name	Room	Tag#
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14802
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H240	14820
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H250	14051
	CPU TERM	HP ENTRIA	STUDENT	COMPUTER SCIENCE	H250	14060
EDUCATION PROGRAMS SUPPORT OFFICE	CPU G3-333	G3 SERVER -333MHZ	STAFF	INSTR SUPPORT	H111	14732
	CPU G3-333	APPLE IMAC 333MHZ	TOM	HARBESON	BC Lobby	14637
ENGLISH COMPOSITION AND LITERATURE	CPU G3-333	APPLE IMAC 333MHZ	KELLY	PEINADO	IDC317	14638
	CPU G3-333	APPLE IMAC 333MHZ	KELLY	PEINADO	IDC317	14658
	CPU G3-333	APPLE IMAC 333MHZ	KELLY	PEINADO	IDC317	14679
	CPU G3-333	APPLE IMAC 333MHZ	STAFF	E, C & L	IDC318	14673
	CPU G3-333	APPLE IMAC 333MHZ	JEANNETTE	WEBBER	IDC322	14681
	CPU G3-350	APPLE POWERMAC G3	SANDRA	CHAMBLISS	IDC308	16222
	CPU G3-350	APPLE POWERMAC G3	DEANNA	GREGG	IDC317	16236
	CPU G3-350	APPLE POWERMAC G3	GERALD	PIKE	LRC109	14664
	CPU G3-333	APPLE IMAC 333MHZ	GERALD	PIKE	LRC109	14640
ENGLISH/SECOND LANGUAGE	CPU G3-333	APPLE IMAC 333MHZ	DOLORES	HOWARD	CMC21	14699
ESSENTIAL SKILLS-ENGLISH	CPU G3-333	APPLE IMAC 333MHZ	JANE	BRODY	IDC320	14695
FACULTY RESOURCE CENTER	CPU G3-333	APPLE IMAC 333MHZ	STAFF	FRC	H237	14696
	CPU G3-333	APPLE IMAC 333MHZ	STAFF	FRC	H237	14697
	CPU G3-333	APPLE IMAC 333MHZ	STAFF	FRC	H237	14698
	CPU G3-333	APPLE IMAC 333MHZ	STAFF	FRC	H237	14700
	CPU G3-350	APPLE POWERMAC G3	STAFF	FRC	H237	14694
	CPU G3-350	APPLE POWERMAC G3	LORI	GASTINEAU	H237	17692
FILM STUDIES	CPU G3-333	APPLE IMAC 333MHZ	MACE	PERONA	H209	14660
GRAPHIC COMMUNICATIONS	CPU G3-350	APPLE POWERMAC G3	STUDENT	GRAPHICS	OE184A	14583
HISTORY/GEOGRAPHY	CPU G3-333	APPLE IMAC 333MHZ	JOHN	EGGLER	IDC349	14685
INFORMATION RESOURCES	CPU G3-333	G3 SERVER -333MHZ	JERRY	THOMAS	A209	14550
	CPU G3-300	Apple PowerBook G3	PAUL	BUTLER-NALIN	A209	14777
	CPU G3-350	APPLE POWERMAC G3	STAFF	IRD	A200	14794
JOURNALISM	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	JOURNALISM	CC125	14616
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	JOURNALISM	CC125	14617
	CPU G3-350	APPLE POWERMAC G3	PATRICIA	STARK	CC113	14612
	CPU G3-350	APPLE POWERMAC G3	STUDENT	JOURNALISM	CC125	14611
LEARNING RESOURCE CENTER	CPU G3-333	APPLE IMAC 333MHZ	TONY	GATES	LRC114	14635
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14608
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14609

Department	CPU Type	Description	First Name	Last Name	Room	Tag#
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14610
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14624
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14625
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14626
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14627
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14628
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14629
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14630
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14631
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14632
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14633
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14634
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14641
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14642
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14643
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14644
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14645
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14646
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14647
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14648
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14649
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14650
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14651
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14652
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	LRC/LSS	LRCMAIN	14653
	CPU G3-350	APPLE POWERMAC G3	STAFF	LRC/LSS	LRC105	14665
	CPU G3-350	APPLE POWERMAC G3	TONY	GATES	LRC116	14663
	CPU G3-350	APPLE POWERMAC G3	GEOFFREY	CAIN	LRC122	14662
MUSIC	CPU G3-333	APPLE IMAC 333MHZ	STAFF	MUSIC	DM102	14639
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	MUSIC	DM103	14668
	CPU G3-333	APPLE IMAC 333MHZ	STUDENT	MUSIC	DM103	14669
	CPU G3-333	APPLE IMAC 333MHZ	STAFF	MUSIC	DM117	14670
MULTIMEDIA ARTS AND TECHNOLOGY	CPU G3-350	APPLE POWERMAC G3	STUDENT	DAC-RM A173	A173	14581
	CPU G3-350	APPLE POWERMAC G3	STUDENT	DAC-RM A173	A173	14803
PHILOSOPHY	CPU G3-333	APPLE IMAC 333MHZ	JOSEPH	WHITE	IDC359	14702
PHYSICAL EDUCATION/RECREATION	CPU G3-333	APPLE IMAC 333MHZ	MIKE	GUILLEN	PE105	14682

Department	CPU Type	Description	First Name	Last Name	Room	Tag#
	CPU G3-333	APPLE IMAC 333MHZ	KAY	FULTON	PE212	14683
	CPU G3-333	APPLE IMAC 333MHZ	DIANE	PARKER	PE303	14674
	CPU G3-333	APPLE IMAC 333MHZ	PATRICIA	MAC PHEE	PE305	14687
	CPU G3-333	APPLE IMAC 333MHZ	CARMEN	DI POALO	PE307	14684
	CPU G3-333	APPLE IMAC 333MHZ	ROBIN	PAULSEN	PE308	14672
	CPU G3-333	APPLE IMAC 333MHZ	MORRIS	HODGES	PE309	14703
PHYSICAL EDUCATION/RECREATION	CPU G3-350	APPLE POWERMAC G3	GLORIA	CATHCART	PE300	14712
POLITICAL SCIENCE/ECONOMICS	CPU G3-333	APPLE IMAC 333MHZ	JOHN	KAY	IDC348	14686
	CPU G3-333	APPLE IMAC 333MHZ	MANOUTCHEHR	ESKANDARI-QAJAR	IDC357	14656
PRINT SHOP	CPU G3-333	APPLE G3,333MHz	JACK	JOHNSTON	OE184B	14523
SOCIOLOGY/ANTHROPOLOGY/ARCHAEO	CPU G3-333	APPLE IMAC 333MHZ	HENRY	BAGISH	IDC353	14678
	CPU G3-333	APPLE IMAC 333MHZ	AUTUMN	ONLEY	IDC375	14675
SPANISH	CPU G3-333	APPLE IMAC 333MHZ	ANA MARIA	YGUALT	H313	14661
	CPU G3-333	APPLE IMAC 333MHZ	SONIA	ZUNIGA-LOMELI	H317	14701
	CPU G3-350	APPLE POWERMAC G3	FRANCISCO	RODRIGUEZ	H314	14773
	CPU G3-333	APPLE IMAC 333MHZ	DINA	CASTILLO	H323	14676
THEATRE ARTS	CPU G3-333	APPLE IMAC 333MHZ	MARY	GIBSON	DM114D	14677
	CPU G3-333	APPLE IMAC 333MHZ	B. POPE	FREEMAN JR	DM124	14657