

Technology Coordinating Committee (TCC)
Agenda

District Office – Conference Room #1 (+ CCCConfer)
Friday, November 14, 2014
9:00 am -10:30 am

1. General Business
 - a. Members Pending – Students for Chabot & LPC
 - b. Approval of Meeting Minutes – 10/10/14
2. “Online Education Initiative” - Update
3. Distance Education Classroom Standards – Update/Rename “Enhanced” vs. Distance Education?
4. Training for Outlook – Demo of “Lynda.com” online tutorial (Includes Outlook 2010 (part of MS Office 2010), Web Access 2013 (part of Exchange Server 2013), Calendars, Contacts)
5. Review Email Announcement to release “Lynda.com” – to be used initially for Outlook training but also includes Microsoft, Windows, & Adobe training.
6. Email Conversion – Groupwise to Outlook
 - a. Migration of emails – Active Inbox and Archive
 - b. Users with emails over 20K+ emails – need to clean up before conversion, users notified by College IT
 - c. Exchange Servers
 - d. Features that do not migrate to Outlook – Proxies, Rules, Filters, Shared calendars & folders
7. Scantron Technology for Student Surveys
8. Other