

## Administrative Council Minutes

Christanna Campus

November 4, 2009

### Budget

- No change since last meeting. State Board meeting will be held on December 11<sup>th</sup>.
- Tuition increase for the Spring semester will be 8.5 percent and for the Fall semester 9 percent.
- Registration going well at 12.5 percent; however, we need to maintain a minimal of 13 percent. If we fall below 13 percent, we will need to return funds. Additional registrations forthcoming.
- As a result of Advance Placement courses, Dual Enrollment courses have decreased by 8 percent.

### Christie Hales

- Advised everyone to start reviewing current catalog for revisions as new catalog will be printed in May 2010.

### Sally Tharrington

- There has been an increase of 39.6% in FAFSA over last year. State Pell award has increased. First disbursement of aid totaled \$4.3 million.

### Dorothea Sizemore

- Continuous praise to the administrators, faculty, and staff for their collaboration to assist students as they work to maintain their enrollment. Student Development Services has had an increase in students that are having difficulty due to the hard economic times.

### Debra Andrews

- Chancellors Award for Career Coaches of \$35,000 and \$27,000.
- Recruitment going well and currently planning participation for local college fairs.

### Sandra Thompson

- Large enrollment - no additional seats available in Keysville
- Continue to work with the Great Expectations program. Please refer any students that are under foster care.
- Middle College student featured on the cover of Foundation Newsletter.
- Awarded grant for Middle College in Nottoway County

- GED classes going very well in Clarksville; however, any creative ideas as well as assistance for transportation greatly needed. Possibly looking into collaborating with local churches for transportation assistance.

Earl McDaniel

- Early registration for SVHEC will begin on Monday, November 9<sup>th</sup> which differs from the on-campus start date of Wednesday, November 4<sup>th</sup>.

Chad Patton

- Highlighted Fall 2009 Student Survey results.

JoAnne Cage

- On November 20<sup>th</sup>, middle and high school Guidance Counselors are invited on-campus. Student Services and Financial Aid staff will present workshops on transfer, financial aid, and special need services.

Jack Ancell

- Microsoft Office 2007 is available for your home computers. Email will follow with detailed information.
- IT Six Month Review Attached Below

Dave McMillian

- Application Deadline for Spring 2010 is November 1st

Dennis Smith

- Received a good review from the Department of Nursing for the Nurse Aide program. Anita White and Katrina Wells did a great job in preparing for this review.
- Dr. Al Roberts and Dennis Smith will be meeting with Carolyn Early from Head Start to explore classes for employees.

Mary Jane Elkins

- Tobacco scholarship will cover tuition but no book cost.
- Annual Foundation Letters Being Mailed
- Received Tobacco Grant money to fund Allied Health Counselor position and Construction Trade Scholarship

Tom Wisbey

- Spring Semester class schedules will offer more flexibility for our students
- Several first and second eight week courses
- Friday courses
- Saturday and Sunday courses

Debra Smiley

- Arranging college credit TEX AM and OSHA courses in Blackstone and South Hill
- ITE customized courses offered by contract
- Community Service Seminars offered on "How to Manage Diabetes"
- Welding classes will start at Nottoway High School.

Dr. Cavan

- Complimented everyone on doing a good job and emphasized how well we are doing in comparison with other educational institutions in the U.S.
- Next meeting will be held on the Daniel Campus on 1/21/2010 at 1:30 p.m.

### **Information Technology 6 month overview, 11/4/09**

Over the past six months, several objectives were identified to make the network consistent across campuses, streamline IT services, and provide a better user experience for faculty, staff and students. Some of these initiatives are as follows:

**A single, consistent domain was created across both main campuses and the large off-campus centers.**

- Domain controllers were placed at both campuses and all users are being migrated to the SVCC domain. This enables us to easily share documents between campuses, streamline communications, allow users to login and obtain network resources from any location, and allow a single sign-on between the email system and the computer network.
- Both campuses' server structure is being mirrored. There is a primary domain controller that handles authentication. There is also a server for user shares, and a separate server for

- student shares and classroom programs. This enables us to segregate student and faculty/staff, while maintaining the current services provided.
- Enhanced security is being used via Group policy. Before the migration, Alberta was not using all the features of Group policy to enhance security on the network, and Keysville was not using it at all (nor were they using a domain structure on most computers). Now both networks are using group policy to help with computer based security, but changes can be made to all, or segments of the network with one change on the server. This greatly increases IT efficiency.
  - H: drives for faculty/staff at the Daniel campus are now being provided. This enables the users to log into any computer, and have their documents accessible.
  - **This project is still underway.** Staff members were just migrated over to the new domain. There were complications with Public VLANS (see objective 3) and the new domain. We continue to tweak group policy to best fit the needs of the college.

**All servers are being virtualized to upgrade infrastructure and save on power and management costs.**

- It was identified that both campuses' servers were approaching a critical age. Alberta Servers were running critical services on servers that are out of warranty, and there was not a single server in Keysville that was still under warranty.
- A virtualization solution for both main campuses was purchased and put in place. This enables the college to create servers on the fly, streamline computer backups, provide a more secure server environment, and have more virtual servers, while the physical server footprint is 1/8<sup>th</sup> of what it used to be.
- The majority of the old physical servers have been migrated to the new virtual server structure. We have now moved 6 old servers out of the server room and are processing them for end of production.
- The Daniel primary domain controller and the Breeze server have not yet been moved over to the virtualization solution because of complications with the migration process.
- Many new servers have been set up due to the streamlining in rolling out servers. We now have a Windows update server that centrally manages all windows updates, an enterprise Antivirus server at each main campus. An inventory asset and notification system (Spiceworks) at each campus, and a network monitoring solution (Zenoss) at both campuses, which notifies IT if there are outages or problems on the network and servers. Zenoss and Spiceworks are all built on free and open source software, and have incurred no cost, due to being built on virtualization and open source software.
- This will be an ongoing process for years to come, as we put this solution on a 4 year rotation schedule, and continue to build out the server infrastructure. Currently several other servers are scheduled for migration, and the Docstar scanning software will be installed as a virtual server.

**Private V-lans, which allow a more secure environment on the network and DHCP, which allows laptop users to go back and forth between campuses, have now been set up.**

- A separate private V-lan has been set up for the student and faculty/staff networks at the Daniel campus. This enables heightened security through the router, because the client computer does not have a public static address, which could be used by malicious software or hackers to compromise security.
- DHCP (Dynamic Host Configuration Protocol) was set up to allow computers to get an IP address (Internet Protocol) without having to manually add one to the network management portion of the client. Daniel campus was previously using Public, static IP addresses for all machines. There were problems with users who moved between campuses, and problems with running out of public addresses.
- This project is completed, and all issues have been alleviated.

**Network cloning is being set up at locations to streamline IT operations.**

- FOG (Free and Open Ghost) has been set up at the Alberta and South Hill centers, where it was urgently needed. This allows the IT staff to “clone” computers of the network, doing large segments of computers, instead of one computer at a time, as was previously done at these locations. This *greatly* reduces time to roll out changes on the network, or combat viruses.
- FOG is currently being set up at Emporia, Keyesville, and Chase City as well.

**A major network assessment is being done across the board to address network and security issues.**

- The network at the Alberta campus is not set up correctly, and has seen years of patching together workarounds, rather than addressing the major problems affecting the network. Currently the network is being assessed and small changes are being made to prepare for a major network change. Every piece of equipment will need to be reconfigured for the Alberta campus, and the core switch, and firewall will need to be replaced.
- The Keyesville Campus is not in as bad of shape. However, there is no firewall, and one will need to be put in place.
- Advanced Business Solutions has been hired as a contractor to assess the network problems and provide documentation on current configurations and suggested changes in the network. They will be working directly with the Chad Wollenberg, the senior network engineer for SVCC, to provide the best solution moving forward for the college.