Technology Committee
Meeting Summary
Thurs April 1, 1:30-3:00pm, 15-155

Members Present:
Michelle Allaniz
Michelle M Brown
Lorrita Ford
Kevin Henson, Chair
Rene Renard
Chandra Vanajakshi

Guests Present:
Diana Bennett
Susan Estes
Jennifer Hughes
Milla McConnell-Tuite

Review of Day's Agenda

Agenda Items
• Review and feedback on Technology Plan draft submitted in November 9, 2009
• Work Plan for revision and resubmission of Technology Plan by April 16, 2010
• Progress report on technology plan goal steps (Web 2.0 workshops, etc.)
• Discussion of best strategies to construct complete technology inventories and replacement cycles beyond PCs and Smart Classrooms.

Discussion Points
• IPC Feedback with revisions due April 16
• Jennifer offered praise for all the hard work the committee did back in October 2009 for the Nov 9 deadline
• In the planning narrative, we must connect each of our planning assumptions to evidence
• Weave the ITS doc on Equipment Replacement and report into the narrative
• The Tech Committee plan must be integrated into program review in order to have a starting point for total cost of ownership in each department. This would require a technology inventory from each program. It will be a big task the first
time it’s required for program review, but then would only need updated as
inventories change. Programs must be instructed to look deeper than just
computers, so they are also counting expendables - such as specialty light
bulbs that need regular replacement.

• Collecting such data may be made easier with CurricuNet
• Revise the mission statement to remove reference to CTL
• In Tech Comm Plan not all goals have a CSM goal or priority connected to it.
  Objectives need to connect back to goals and priorities.
• Confusion over tech work plan or college-wide plan.
• Tech Comm plan has not yet been implemented, our timelines were not
  realistic or scheduled far enough out

Items for further discussion:
• To begin building a technology inventory, we could try surveying the deans
  (who will likely delegate it to the departments)
• Integrate tech inventory into Program Review and identify process for
  collecting the data (will someone have to look at every single program review
  to get this data?). Research whether or not CurricuNet offers ability to capture
  specific data like this.

• ACTION:
  • Revise planning narrative by supporting assumptions with evidence and
    weaving in the ITS report, due April 16 - KEVIN

Agenda for Next Meeting:
See items for further discussion

Next Meeting:
not yet scheduled

Summary Prepared by: Michelle M. Brown, April 11, 2010