Technology Advisory Committee

Meeting Notes – October 27, 2025
Virtual ZOOM 2:00 – 3:00pm

Attendees:	Tarana Chapple, Annette Perot, Alicia Frangos, Angela Zepeda
Guest:	Bryan Swartout

Topic:	Comments:
Welcome and Introductions:	Director of Learning Commons has been selected but has not been announced. Bryan Swartout introduction. TAC appointment is pending formal approval. Each member briefly introduced their role: • Tarana Chapple: Dean of ASLT and TAC Chair • Annette Perot: IT representative • Alicia Frangos: Staff member • Angela Zepeda: ASLT Division Assistant • Brain Swartout: PRIE representative
TAC Plan	Committee agreed that **Spring 2026 (early–mid)** is a feasible goal for having a **final draft** of the new Technology Plan. Concerns were raised about completing all necessary work given low participation.
Survey Planning:	To gather campus-wide input on: • Software and hardware needs • Training needs • Technology usage • AI tools usage • Input on current technology support and implementation Timeline: **Minimum three weeks** open time for surveys.

	Post-Thanksgiving may be a poor time for student participation. - Options: - Late October or early November - January (after Winter Break)
Next Steps	- Tarana to send Brians name to Annette so he can become a member - Survey questions