

Technology Committee Minutes 2-5-09

1:30 pm LS Conference room. Please prepare agenda items

AGENDA

- Review Minutes and Action Items
- Goal Mapping
- HelpDesk email access
- IT Status report
- Smart Rooms

COLLEGE GOALS

1. To develop and strengthen a positive college image in our community.
2. To obtain additional financial and human resources to strengthen the institution.
3. To provide facilities, technology, and other learning resources necessary to meet the educational and cultural needs of our growing community.
4. To enhance the economic, cultural, and social well-being of individuals and families in our community.
5. To use research and program review to assess program quality and guide institutional development.
6. To maximize student success.

TECHNOLOGY GOALS

1. Encouraging use of creative and innovative technology to deliver instruction
2. Using technology to continually improve the delivery of support services to students and staff
3. Requiring the use of relevant community, industry, and student needs information to make decisions regarding acquisition and updating of new technology
4. Providing training and technical support for faculty, administrators and staff
5. Promoting the integration of technology planning across the campus using a participatory decision-making process

PREVIOUS MINUTES

1. Call to order
2. Review of previous minutes
3. Set Agenda
4. Discussion
 - a. Task Forces
 - i. Definition of task force approved with ability for technology committee to update as needed
 - ii. Dialogue continuing regarding method of dissemination and training
 - b. Technology Goal Mapping
 - i. IT Project documentation presented
 - ii. Goal mapping described
 - iii. Added to agenda for next session
 - c. Smart Classrooms
 - i. Smart classroom initial draft presented
 - ii. Timelines regarding year end purchases discussed
 - iii. Discussion held on how to prioritize
 - d. Allusers Email
 - i. Frustration from faculty community shared
 - ii. Faculty Senate resolution discussed
 - e. Media checkout
 - i. Concerns raised about last minute media checkouts
 - ii. Discussion regarding funding for purchasing checkout media
 - f. WEBCT Downtime
 - i. Impact on instruction shared
 - ii. Lack of communication to students shared
5. Committee Recommendations

- a. Students should be invited to join taskforces
- b. Staff should be invited to join taskforces
- c. Smart classroom implementations should align with PBC and PEPC recommendations
- d. The college should explore checking out media materials via the library
- e. Our public facing web pages should have an enterprise systems status notification

6. Action Items

- a. Committee Members
 - i. Will review the task force definition and provide additional feedback (below)
 - ii. Will review the smart classroom sheet and provide input to the IT Director by 2/3
- b. IT Director
 - i. Will incorporate Technology Committee recommendations and PBC decision processes into a Smart Classroom purchasing plan for presentation to Dean's Council and Technology Committee on 2/11
 - ii. Will initiate discussion with Library about media checkout
 - iii. Will contact Dennis Marletti in order to recruit students for taskforces
 - iv. Will invite all staff to be a part of taskforces