Thursday, February 16, 2012
2-3:30
Room LC53

Meeting Summary

Attendance:


Absent: Maula Allen, Mary Sage

Agenda Items:

• Agenda and Minutes from 2-9-12 approved.
• “Getting Started” Review and update. Mike agreed to send approved statement to Cathy Summa-Wolfe for publications in the President’s weekly minutes.
• Review of planning assumptions:
  o TPC will serve as the engagement Steering Committee and will report to PRAC
  o Potential Interview groups were reviewed. Key contacts were identified/added:
    ▪ Chris Schultz added for ADA
    ▪ Jason Lau for Community Ed
    ▪ Technical Staff was further expanded to include lab techs working outside of IT, certain instructional technicians who work with technology, other staff individuals to be determined by Management Council
  o Various groups meeting times were discussed so Ann-Marie could schedule focus groups with them.
• Technology scope was reviewed. Sarah agreed to talk to Ann-Marie offline regarding Program Review process.
• How is technology need related to plans? Al: We need to show how process works
• Ann-Marie asked that we review Diablo Valley Tech Plan for next week. This is a WASC approved plan
• Ann-Marie suggests that we need to begin our plan with an explanation of what we have accomplished as a result of our 2004-07 and 2010-16 plans.
• Then we can develop strategies for the various things we want to accomplish:
  o Procurement of Technology hardware and software
  o Developing smart classrooms
  o Maintaining and updating infrastructure
  o Training
  o Policy/Procedures
Staffing

- Ann-Marie says that WASC likes charts/graphs pictures. Jeanie stated that she thought this was a great idea. Mike said that this idea was presented at the inception of the process for creating the 2010-16 plan and agreed that this is an excellent idea.
- Ann-Marie will develop a picture/sketch for our next meeting of what our new plan might look like after reviewing our old plan and other docs we have provided and from our conversations with her thus far.
- Ann-Marie left the conference call at 3:15
- Al reported on the WASC task force which will now meet weekly Wednesday at 4 in AC108. Dr. Coon has stated that WASC’s warning is our #1 priority. Mike, Sara and Marshall will attend these meetings.

Meeting adjourned at 3:30pm

1) NEXT MEETING DATE AND AGENDA: Thursday, February 16, 2012 2-3:30