Meeting Summary

Attendance:

Present: Michael Irvine, Steven Newton, John Hinds, Mary Sage, David Patterson, Shook Chung, Valerie Ware, Jonathan Eldridge, Frank Crosby

Absent: Greg Nelson, Kofi Opong Mensah, John Ware

Agenda Items:

1. Agenda approved.

2. The minutes from 10-10-13 were approved.

3. Jonathan Eldridge, Vice President of Student Services, presented a preliminary outline for the annual report on the progress of the technology initiatives listed in the Technology Plan 2012-17. The committee had questions about whether implementation is in alignment with the initiative priorities offered by TPC last academic year and with the priorities mandated in the action steps listed in Objective 9 of the Strategic Plan 2012-15. After some discussion, the committee was in consensus that the district is adhering to the Strategic Plan action steps and making good progress on the initiatives listed in the Technology Plan. TPC discussed the importance of our committee in following the progress made in implementation of the initiatives.

Some members of the committee believe that progress is slow. Jonathan assured the committee that this progress is being planned out in a totally organized and inclusive manner involving all of the stake-holders and staff involved in the creation of action steps. He assured the committee that progress is being made to continue to give input into the process. He speaks of viewing the “big picture” and how the CoM faculty, staff and students can, together, create plans, which will satisfy our technology needs. We are in the beginning stages of this new plan and more changes will be apparent as we replace our aging equipment.

We need to monitor the progress as well as the changing needs in technology as we progress. The Technology Plan is a living document and must reflect the needs and necessary changes in direction that technology may demand. Jonathan pointed out that it is part of the charge of our committee to be forward thinking and make advisory suggestions regarding these changes or additions to the plan. As directed in the current plan, we are scheduled to create a comprehensive revision of the plan in 2016-17. We should continue to gather our observations and if the committee feels that some matters may require attention before the next iteration of the plan, we should advise appropriately.

4. Earlier in the meeting Jonathan gave an IT update. He related that the search was on for a permanent IT Director. He presented the newest draft for the staff/faculty computer survey to go out the next week. In a discussion regarding the upcoming refreshment of the faculty/staff computers, it was brought up that a number of faculty members may want a laptop rather than a desktop, or an handheld device. Jonathan answered that for the first round, this probably is not in the plans but that this should be examined for the next round. In a discussion of whether lab computers will be replaced in this rank Crosby suggested that there should be, in the future, the best place for computer labs, centralized or in departments or both. Jonathan suggested that the committee look at institutional needs and the role of technology in instruction and operations throughout the district. Jonathan announced that he will bring suggested
changes to board policy 3720 regarding computer use for our review. He gave some basic information regarding a “computer threat management system” He went on to speak of software installation protection and limited rights for faculty/staff regarding software installation on their computers for reasons of network security and licensing issues. The committee spoke briefly of the idea of a Technology Advisory committee, suggested in the WTC assessment. Frank Crosby suggested they certainly should be good student representation on such a committee. Jonathan mentioned that there was a lot of information regarding student opinions regarding technology available online as well as the obvious surveying the opinions of our own student population. Jonathan also mentioned a state-wide survey which is being prepared to which questions could be submitted by us by December 6.

5. Valerie Ware, a student representative, suggested a few technology subjects by proxy for her brother John. These include:
   a. A digital suggestion box
   b. Voice recognition
   c. Graphing calculator workshop
   d. Update content management system for usage on mobile phone.
   e. Wifi printing capabilities
   f. Increased computer lab hours
   g. Interactive campus map

   The committee would like to hear more about these suggestions from John and Valerie at the next meeting.

6. Further discussion of the priority status of the initiatives and further discussion of the WTC Assessment were tabled until a future meeting.

Meeting was adjourned at 3:30PM/Next meeting: November 14, 2013, 2pm-3:30pm, SMN137