



**Technology Committee Meeting
May 19, 2020 -- 2:00 p.m.
Via Zoom Conference**

Minutes

COMMITTEE (√ marks those present):

√	Iris Ingram, VP Administrative Services Chair	√	Crystle Martin, Library/LRC Co-Chair
	Ryan Gan, Systems Librarian	√	Gary Greco, SRC
	Melissa Guess, Enrollment Services	√	Jorge Gutierrez, Facilities
√	Brian Krause, SRC		Peter Marcoux, Academic Senate
	Lisa Mednick, Professional Development		Erick Mendoza, Campus Police
	Ann O'Brien, Marketing/Communications		Michael Pascual, Purchasing & Risk Mgmt.
√	Dipte Patel, Counseling	√	Gema Perez, ECCE
√	Carolyn Pineda, Research & Planning		Idania Reyes, SSC
	Joshua Rosales, Institutional Research	√	Beverly Rouse, Administrative Support/ITS
√	Maria Smith, Human Resources	√	John Tamura, Fiscal Services
	Sal Valencia, Audio Visual/ITS	√	Vladimir Vasquez, Applications/ITS
√	Claudio Vilchis, Network Services/ITS		Steve Waterhouse, Enrollment Services
√	Moses Wolfenstein, Distance Education	√	Paul Yoder, Information Security/ITS
	Elana Azose, Professional Development	√	Dave Fuhrmann, Acting CTO/ITS
√	Dena Maloney, President/Superintendent		

STATEMENT OF PURPOSE

The Technology Committee serves as the consultation committee for campus-wide technology planning. The committee evaluates needs, strategizes solutions, and proposes recommendations for College technology. The committee develops monitors and evaluates implementation of the College Information Technology Strategic Plan.

Strategic Initiative – C – Collaboration

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Agenda

1. Welcome/Introductions – Committee Chair and Vice President Iris Ingram opened the meeting.
2. Agenda Review – Agenda item #4 was tabled until the June Technology Committee meeting. The Committee moved and seconded the Agenda for today's meeting as amended. The Committee accepted the amended Agenda as presented with no objections.
3. Approval of Minutes – April 21, 2020 – The Committee reviewed the Minutes from the April Technology Committee meeting. Crystle Martin proposed changing the word "useful" to "use" in the last sentence on Item #7. The Committee moved and seconded the April Minutes as amended. The Committee accepted the amended Agenda as presented with no objections.
4. BP/AP Cellphone Use – Tabled until June Technology Committee Meeting.
5. Instructional Software Licensing & Budgets – Dave Fuhrmann presented to the committee his suggestion for program review to move the budget and purchasing of software from ITS and back to their appropriate Divisions. Pros and cons of this suggestion were briefly discussed. It is recommended that the committee create small work groups that will vet the procedure most beneficial for the college and bring those recommendations back to the committee. The committee will revisit this topic at the June Technology Committee meeting.
6. Admin Building Move – The Admin Building move is on schedule and will begin on May 18-22, 2020. The team will start with participating in a COVID-19 safety training followed by moving supplies, packaging and labeling and finally moving offices to the new building. We ask that everyone is patient during the move in that Administration and support occupying the new offices are not readily available during this time.
7. EquatIO - Crystle Martin presented a recommendation of a free pilot for demonstration purposes only of the software solution, EquatIO. EquatIO is a Math writing software offered by TextHelp, the same company that offers the software solution Read&Write. The EquatIO software solution enables students to create digital equations, graphs, and formulas on their computer and works well on

ChromeBook in the Chrome environment. The committee approved the recommendation.

8. Adjournment – Meeting adjourned at 3:00 p.m.

Goals (FY 19/20)

- i. Complete Master Calendar and Curriculums/Catalog systems
- ii. Future of Colleague ERP on site system discovery and research
- iii. Campus-wide technology planning focus
- iv. Long-term resource planning for technology
- v. Evaluation of recommendations for technology solutions.
- vi. DRP/BCP research and discovery
- vii. Maturation/operations/training on new systems
- viii. Support IEPI, Accreditation, OEI/OER, Guided Pathways, Strong Workforce...