



**MINUTES**  
**Technology Planning Committee**

**Thursday, December 11, 2014**  
**12:00 – 1:00 P.M.**  
**Building 10, Board Room**

**MEMBERSHIP**

Jeff Enz - Administrative Representative (Chair)

Todd Finnell - Administrative Representative *absent*

Jeff Cantwell – Chair of B.U.G

Allison Brock – Faculty Representative

Van Decker – Faculty Representative

Gaylla Finnell – DE Coordinator

Adriana Sano - CMCA Representative *absent*

Martha Olea – Classified Representative *absent*

Dixie Krimm – Classified Representative

Priscilla Ortiz – ASG Representative

(pending) - ASG Representative

Recording Secretary: Angie Gallo

**I. WELCOME**

**II. ACTION ITEMS**

**a. Approval of November 13, 2014 Committee Minutes**

Finnell/Krimm M/S/C to approve as presented.

**b. Approval of TPC subcommittee: Evaluating Effective Technology Use**

Jeff explained the purpose of the subcommittee. Ideas on what the sub-committee should look into were:

- the effective use of the labs on campus
- discuss and determine how the committee will continue to assess these issues in the future
- More students are using personal devices to access technology (i.e. to take tests) but apps not designed for mobile devices i.e. Blackboard.
- More students are purchasing digital copies of textbooks – are we as a campus prepared for the change?
- K-12 incorporating more technology into classroom, we need to be prepared to embrace the change that will come with it.

Gayla indicated the focus of the sub-committee ties to DE and volunteered to sit on committee. She stated there are faculty members on campus who have worked with technology on other campuses who might have ideas to bring into discussion. Sidne Horton was mentioned as a faculty who would be a good fit for committee. Jeff C. volunteered to sit on committee. It was agreed to have 3 - 5 members on committee and that members do not have to be part of TPC. Angie will reach out to Sidne Horton.

Finnell/Cantwell M/S/C to approve.

### **III. DISCUSSION ITEMS**

#### **a. Strategic Technology Plan – Appendix B**

Jeff went through the plan and explained color coding and provided a brief review. The plan will not be reviewed during the meeting as it has been in the past. Time requirement is too extensive. Instead, committee will review the plan individually and note any questions and/or changes they feel need to be made. The notes are to be brought back to the committee for the next meeting and addressed. As part of the new plan for 2015, things to look for are whether the items listed are still current goals, have the goals been completed, do we want to keep them as goals or delete them, or has the direction of the goal changed.

#### **b. Wet/Dry labs (#2700) laptops security**

Jeff explained the history of the wet/dry labs and the issue with computers within those labs. The labs have been a struggle to get technology into. They were not designed for technology installation. I.T. department installed laptops in them last summer to allow teachers to move around the classroom. The issue at hand has been the security of the laptop within the classroom. They are currently secured with lock cables and it limits where and how far you can move. Jeff asked the committee to consider the topic informational and keep it for future reference in case the issue were to arise.

There have been some complaints about the locks and having the security cables on them but have since been resolved. It has been brought up for discussion to have an idea on the direction of the committee. Will bring back if topic becomes an issue in the future.

#### **c. Next meeting date**

Next meetings would be January 8<sup>th</sup> which is first week of winter session. Meeting after that would be February 12<sup>th</sup> 2015 which lands during the week between Winter and Spring semester. Jeff will look at calendar for an alternate meeting date for next meeting.

### **IV. ADJOURNMENT**

Meeting was adjourned at 9:54 am.