



**Technology Committee**  
 March 22, 2013 | 1:30 – 3 | PDC

Committee Description: Handed out

Committee members:

_a_Mark Stengel	_a_Rick Staley	_a_Chris Akelian	_Jay Chalfant	a_Carla Maitland	_a_Toni Sommer
_Catherine Machado (co-Chair)	_Paul Sullivan	_Terry Reece	_Janice House (co-Chair)	_Praveen Babu	_a_John Cascamo
_Elizabeth Lobo	_a_Deborah Wulff	_Roland Finger			

a=absent

Information is posted on the Technology Committee group in myCuesta

AGENDA ITEMS	WHO	Goal/Obj/Etc	TIME	NOTES
1. Approval of agenda	All		3 min.	Approved
2. Approval of minutes			3 min	Approved
3. Previous Action Items			3 min	<ul style="list-style-type: none"> <li>• Process Timeline for ATAR: now a product of Computer Services, not Tech Comm. <b>Janice will update and bring back to Tech Comm</b></li> <li>• <b>Terry:</b> list of rooms that got new projectors and screens with funding amount and source listed</li> <li>• <b>Janice and Terry;</b> work on adding AV to ATAR process time document               <ul style="list-style-type: none"> <li>• <b>Janice</b> will bring Computer Services IPPR to committee in March. Tech Comm can endorse requested staff and send letter to VP AS and P&amp;B – DONE – Catherine will send memo to P&amp;B co-chairs (Toni, Alison and Rick Camarillo)</li> </ul> </li> <li>- <b>Janice/Jay/Terry</b> review TP activities for your area and make proposal for changes –</li> </ul>

				<p>meeting scheduled March 26 with Terry, Jay, Mark and Janice</p> <ul style="list-style-type: none"> <li>- <b>All</b> – Review TP activities and give input to any new activities</li> </ul>
Review of IPPR Technology Requests	Janice	AS 3c1 and 3 IG 3	60	<p>Reviewed all IPPR Technology Requests Comments for possible changes for next version</p> <ul style="list-style-type: none"> <li>• Institutional technology training (aka Banner) should be added to Technology Requests and have central budget</li> </ul> <p>Results</p> <ul style="list-style-type: none"> <li>• Send the entire list to P&amp;B sorted by a) Matrix and b) Department <ul style="list-style-type: none"> <li>○ Shows what came out high based on our matrix ranking</li> <li>○ This will be used in conjunction with the cluster priorities and P&amp;B rubric</li> </ul> </li> <li>• Send charts (see last years)</li> <li>• Send words about Central IT split (15%, 15%, 70%). Note: next year approx 87k will be available</li> <li>• Send Matrix</li> <li>• Janice send invitation to committee to attend P&amp;B during presentation</li> <li>• Janice also send info to Foundation</li> </ul>
Taskforce to evaluate student computer lab utilization data - Status	Jay/Terry/Chris	TP 15	3	<ul style="list-style-type: none"> <li>• Computer Services working with Academic Affairs and Student Services has proposal for lab consolidation. <ul style="list-style-type: none"> <li>○ 210 student computers will be upgraded</li> <li>○ 5 computer labs removed from service</li> <li>○ 138 eight year old computers</li> </ul> </li> </ul>

				<ul style="list-style-type: none"> <li>removed from service</li> <li>• Classroom scheduling not based on “first call” <ul style="list-style-type: none"> <li>○ One of the current computer labs (4111) will be converted to a 40 seat lecture room</li> <li>○ This room will be pilot for scheduling with goal of high utilization versus department ownership</li> <li>○ Terry is getting quotes from vendor for software and training that will automate this process.</li> </ul> </li> </ul>
Faculty Tech Survey Analysis	Praveen, Rick, Jay	AS III.c.2	15	.
<b>INFORMATION ITEMS (as time permits)</b>				
<b>REPORTS</b>				
<b>Summary of Meeting Actions/Decisions/Future Steps</b>				
2.				
<b>FUTURE AGENDA ITEMS</b>				
Formal reports of Central IT funded projects	Jay, Janice,			
	All			

Committee Initiatives:

ACCJC Standard(s)	Inst. Objective	Tech Plan Initiative	In Progress	Completed	
III C 2	1.1 – 1.5	1	x		1) Administer a Student Technology survey in Fall 2012. Results will be reported the appropriate constituents

III C 1c		5,8	x		2) Request progress report from Computer Services in order to monitor progress on the district wired and wireless renovation based on Central IT funds allocated for FY 12-13. Report funds spent to date versus percent complete.
III C 1c	1.1 – 1.5	4, 15		x	3) Evaluate computer lab use data (lab stats) by January 2013 and present to Academic Affairs Deans so that they may identify labs targeted for deactivation.
III C 1c	3		x		4) Review Technology Committee process of reviewing and prioritizing Technology Tab data in IPPR. Suggest any changes to the IPPR Committee by May 2013.
III C 2				x	5) Administer a Faculty Technology survey in Fall 2012. Results will be reported to Division Chairs/Directors for use in their IPPR.
III C 1		13	N/A		6) Support DE Committee request for Faculty Resource position through the faculty prioritization process by October 2012. Update Dec 2012: This process will not occur this academic year so no action required by this committee.
III C 1		4,14		x	7) Support Computer Services request for technical staff positions in order to support Technology Plan Initiatives through the classified prioritization process by February 2012
III C 2	4				8) Assess tech plan activities and report to the Strategic Planning Committee by May 2013

#### Future Meetings

1:30 – 3 room 3142 (PDC) SLO campus  
2<sup>nd</sup> and 4<sup>th</sup> Friday of the month

Nov 9, ~~Nov 23\*~~, Dec 14, ~~Dec 28\*~~, ~~Jan 11\*~~, Jan 25, Feb 8, Feb 22 (meeting moved to 3145), ~~Mar 8~~, Mar 15 (meeting moved to 3145),  
Mar 22, Apr 12, Apr 26, May 10 (meeting moved to 3145)