College of Marin Technology Planning Committee
Rough Draft: Minutes - Tuesday, November 27, 2018

Present:

Bonnie Borenstein
Brandon Grayson
Andy Haber
Grace Mengqi Yuan
Carol Hildebrand
Matthew Howard
Luna Finlayson
Paul Cheney
Matthew Kent
Dave Patterson

1. **Approval of Minutes and Agenda.** Agenda was approved. Minutes were discussed and clarified and approved. Matt Howard will make sure that Dave gets emails sent to the TPC email.
2. **Review Changes to Website for Accuracy.** Matt Howard has updated the TPC webpage (gov.marin.edu/tpc) and will make a couple of more updates. He will also add minutes and agendas for meetings.
3. **Changes to Charter: Discussion.** Matthew Howard asked how our committee's "Responsibilities" originated. We believe these responsibilities were given to us by a Governance Development Committee. At a previous meeting we decided that we liked the responsibilities listed on our webpage more than similar lists of responsibilities.
4. **Review of Old Tech Plan.** Carol noted that there is a rough draft of a College of Marin 2017- 2020 Technology Plan that received feedback from PRAC last year. Carol did not recommend that we continue to refine this plan. However, this plan includes good thinking, useful history, and a great deal of work by past TPC members. We discussed the College of Marin 2012-2017 Technology Plan. We will all familiarize ourselves with both of these documents so that we can continue our discussion at our next meeting.
   - Dave and Grace liked the overall structure of the document – clear, well-organized. The committee seemed to think that this document's structure could serve us as the template for our plan.
   - Dave pointed out that the "Technology Plan Development Steps" (page 13) shows that the process was long and complicated (two years!) and it shows that WTC Consulting, Inc. (www.wtc-inc.net) was hired to develop and write the plan
   - Brandon was concerned that our plan should make careful provision for computers for the library during the transition to a new building, since these computers are used a great deal by students.
   - Brandon, Dave and Grace noted that the plan included useful history of past projects, many of which had been completed.

- Bonnie will invite Isidro Farias, Director of Capital Projects, to come to our next TPC meeting to talk about making sure that there are plenty of computers for students during the upcoming transition period.
- We discussed the layout of MyCOM and marin.edu and the need for student input on their design
- Grace especially liked the useful chart "Integration of Strategic Technology Planning" (page 10), "Definitions" (page 11), "Priorities" (page 13)
- Grace liked the way the survey process gathered evidence through interviews and surveys
- Grace noted the comprehensiveness of the plan's scope
- Bonnie led a discussion of the relationship between technology, education, and equity. She explained an important flip in the concern from the 1990s about a "Digital Divide" that focused on too little access to technology for historically underserved students to the current concern that too much screen time is, in some ways, detrimental to students' development. (For example, see this New York Times article). Andy agreed with important qualifications. Bonnie: Committee needs to critique notions of technology as inexpensive ways to deliver education. Bonnie: our committee could explore a college-wide curriculum that would promote technology, media, and information literacy
- Carol suggested that the TPC can foreground the responsible and intentional use of technology in our work and plan

5. **Next Semester Goals.** Bonnie will talk to PRAC about a timeline for developing our plan. We are just starting to get our feet wet! We discussed our committee's "Responsibilities," asking if these responsibilities are too broad in scope. For example – could there be less focus on technical issues (example: details of infrastructure) and more emphasis on academic issues? On the other hand, the diversity of the committee allows us to explore technology from many perspectives, including student, staff, faculty and IT.

Homework:

- Think about what we want for the development of our plan in terms of the rough draft of "College of Marin 2017- 2020 Technology Plan" sent by Carol
- Also, think about our plan in terms of with College of Marin 2012-2017 Technology Plan