

Technology Planning Committee (TPC)

<http://www.marin.edu/sharedgov/committee/TPC/index.htm>

August 25, 2016 Minutes

CALL TO ORDER: 2:10 PM – SMN 137, Kentfield

Members:

Staff Resource: Mina Namvar

Classified: **Joey Della Santina (resigned)**, Stacey Lince, [*vacant*]

Faculty: John Erdmann, Rachael Klein, Arthur Lutz, Steve Newton, Leah Sharp, Derek Wilson, [*vacant*], [*vacant*]

Managers: Patrick Ekoue-totou, **Sven Jones (resigned)**

Students: [*vacant*], [*vacant*]

Absent: Mina Namvar,

I. Approval and Adoption of the Agenda

II. Review and Approval of the Minutes: (by members present)

1. 5/12/2016 Minutes Draft

III. Reports

1. TPC Chairperson
 - Newly adopted PGS Plan and committee guidelines

IV. Discussion/Action Items

1. Due date for Material for TPC members to review
 - Any material (i.e. Reports, draft Plans, drafts of new or revised BP/APs, etc.). The chair proposes that all material necessary for TPC members to review be submitted for distribution no later than 9 am the Monday before the scheduled meeting. To allow time for review and inclusion on the TPC agenda. Approved.
2. Schedule to compile and write the DRAFT COM Technology Plan submit to PRAC for approval on or before December 8, 2016.
DW: Draft of a MSWord version of Plan for review (to be formatted by DW in InDesign for final draft with graphics, etc.)
PE: Structure of TPC plan (headings, sections, etc.), Operations, business, Student Support, Infrastructure, etc.
3. Review of Technology-related policies with relationship to COM AP/BPs
PE: Including <http://it.marin.edu/guidelines-plans>
SN: Will AP/BPs be part of the new Tech Plan?
DW: Yes. The Tech plan will include AP/BPs, and AP/BPs independent of the Tech Plan
SL: DE AP/BP (i.e. CMS review and adoption)
4. Suggestions for future TPC Discussion/Action Items.

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LS: Scantron machines, Clickers,

SL: The Clickers were not vetted prior to purchase—they do not work with Moodle or Canvas, but other Clickers do.

LS: Nelson received some Clickers for free

Adjourned at 3 pm.

The next TPC meeting is September 8, 2016.