
Technology Committee

Sub-Committee of Planning and Resource Allocation Committee
Spring 2023 Semester

Meeting February 8th, via Zoom at 12:40 p.m.

Present: Heather Rahman, Emy Bagtas-Carmona, Lance Barthelemy, Stacey Lince, Eresa Puch, Caitlin Rolston, Hector Saez, Rebecca Yim, Irina Roderick, Grace Mengqi Yuan.

Absent: Josh Lawson

Standing Items

1. Call to Order at 12:41 pm
2. Approval and adoption of the Agenda
 - Motion to approve: Heather Rahman
 - Second the motion: Eresa Puch
 - Vote: all approved
3. Approve minutes
 - Motion to approve the minutes: Heather Rahman
 - Second the motion: , Emy Bagtas-Carmona
 - Abstained: Becca Yim, Eresa Puch
 - Vote: approved
4. Chair's Announcements:
 - Introductions
 - Recap of Fall 2022 work: faculty tech survey; Tech-quity proposal recommendations; Tech Master Plan Status Check Report.
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Discussion Items

1. Sound Board
 - Heather shared that some admins had issues when using Adobe Sign; they wanted training during Flex week.
 - Grace suggested COM have a Canvas Shell for administrative assistance for onboarding or as a resource repository; just like the Canvas shell for Department Chairs.
 - Eresa added that college-wide admins meet monthly and issues and problems could be discussed there.
2. Faculty Survey
 - Test link sent to PRAC. Maria pointed out one place for correction. Grace will send it

to Academic Senate and DEC next.

- Project to release survey before Spring break.

3. Standing agenda item

- Add "technology to digitize the fiscal services" as a potential standing item. Grace will invite Patrick to the TPC to give the committee an update on the progress.

Meeting adjourned at 1:30pm.