

Technology Planning Committee

Sub-Committee of Planning and Resource Allocation Committee
Spring 2026 Semester

Meeting Minutes

Monday, April 13, via Zoom at 12:40 p.m.

Attended: Grace Yuan, Heather Rahman, Irina Roderick, Julie Mark, Stacey Lince, Stephanie Canon, Jess Schiffman

Absent: Christopher Khaing, Jamine Terhune, Matthew Howard, Samantha Jackson, Lance Barthelemy

Standing Items

1. Call-to-Order at 12:43 pm
2. Approval and adoption of the agenda
 - Irina motioned to approve
 - Julie seconded the motion
 - All approved
3. Approve and adoption of the minutes
 - Grace motioned to approve
 - Stephanie seconded the motion
 - All approved
4. Chair Announcements

Discussion Items

The Technology Planning Committee (TPC) meeting focused on reviewing the **participatory governance self-evaluation** requirements and discussing the technology plan development progress.

Heather led the discussion of the PGS self-evaluation process, explaining that the committee will need to provide feedback on alignment with the charge and recommendations for improvement. The group decided to create a shared document for collective feedback rather than individual submissions, with a goal to complete the evaluation by their May 11th meeting and submit before May 14th.

The committee also reviewed the **COM Technology Plan** outline noting examples and definitions for each section. Survey feedback and feedback from prior meetings should be included in the new plan.

Other discussion topics included:

- Upcoming accessibility workshops and AI usage in different academic programs
- Discussion regarding AI affecting different COM departments
 - Irina expressing when students are allowed to AI for math learning
 - Julie noting that while AI helps nursing students with test preparation and organizing information, it doesn't replace the need for critical thinking
 - Sam indicating very limited AI usage in finance courses due to compliance requirements.

Next steps

- Heather: Send out the PGS self-evaluation document to all committee members and maintain a live shared document for group feedback.
- All committee members: Review and provide feedback on the PGS self-evaluation document individually or via the shared document before the next meeting.
- All committee members: Draft final feedback for the PGS self-evaluation during the May 11th meeting.
- Heather: Send weekly reminders to all members about the PGS self-evaluation and upcoming deadline.
- Heather: Compile a digest of technology feedback from previous guests and student panels which may be included in the technology plan.

The meeting was adjourned at 1:30 PM.