Technology Committee

Sub-Committee of the Planning and Resource Allocation Committee

Fall 2026 Semester

Meeting Minutes
Monday, November 9, 2026, via Zoom at 12:40 p.m.

Attendance

Attended: Briana Gonzalez, Kimberly Long, Jamine Terhune, Samantha Jackson, Karla Ayala Martinez, Stephanie Canon, Julie Mark, Hector Saez, Matthew Howard, and Stacey Winkler.

Guests: Ingrid Kelly and Dan Zaffran.

Absent: Ephantus Mogere and Irina Roderick.

Standing Items

1. Call to Order at 12:43 pm
2. Approval and adoption of the agenda
    - All approved
3. Approve minutes
    - Samantha motioned to approve
    - Stacey seconded the motion
    - All approved
4. Chair Announcements
    - None

Discussion Items

1. Electing a Chair or Co-Chairs for TPC
    - Stacey called for a motion to vote for Stephanie and Kimberly as co-chairs
    - All in favor
2. Review and Discuss Technology Plan
    - Ready to go to PRAC? Yes.
    - Stacey will complete a final review before submission.

3. Ingrid Kelly and Stacy Winkler from Distance Education Committee: Introduce and Discuss Harmonize
    - Introduced Ingrid Kelly
    - Harmonize: a new four-in-one engagement tool being piloted in Canvas (add-on to Canvas) that replaces multiple existing tools like VoiceThread and Flipgrid.
    - Supports FERPA compliance, and the pilot program has received overwhelmingly positive feedback from faculty.
    - Stacey and Ingrid shared a video demo of Harmonize
        - Review of both the faculty and student interfaces
        - Has better accessibility features compared to tools from other companies.
    - Cost: $15,000 for 1,500 users over 18 months, with implementation starting in the spring 2027 semester.
    - Jaime asked if she could test it to assess the tool's accessibility for ESL students
        - Stacey will send a follow-up email to the TPC with instructions on how faculty can try out the Harmonize tool in Canvas.
    - The pilot program has ended, and the date to approve is before the new year 2027.
        - End of December
    - Sam motioned to tentatively approve moving the proposal to PRAC, with two weeks for further research and testing
        - She will confirm PRAC's schedule and get Harmonize on the agenda for the December 14th meeting.
    - Hector has concerns about training and time
        - Stacey will reach out to Harmonize company to get specific information about the LLM they use and who is training the model.
    - Matthew asked in the chat box to check where the data is being stored. US or offshore.
        - Stephanie will also reach out to Harmonize to discuss the LLM and security details further.
4. WIFI connectivity issues
    - Concerns with difficulty getting on the campus WIFI.
    - Stephanie suggested they use “guest” for quicker and easier access
    - Julie suggested a Flex session on how students can get into the WIFI
        - Good idea, since this accounts for 25% of the questions at the library
    - Stephanie is working on SharePoint and will make sure this is addressed.

The meeting was adjourned at 1:26 PM.