

Technology Planning Committee (TPC)

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

December 1, 2016 Minutes

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

Members:

Staff Resource: Mina Namvar

Classified: Sheldon Carroll, Ferhat Indi, Stacey Lince

Faculty: Tina Christensen, John Erdmann, Rachael Klein, Arthur Lutz, Steve Newton, Kofi Opong-mensah, Leah Sharp, Derek Wilson

Managers: Patrick Ekoue-totou, Carol Hildebrand

Students: Lidiya Jebessa, Ismail Azam

Absent: Mina Namvar, Tina Christensen, Rachael Klein, Arthur Lutz, Kofi Opong-mensah, Patrick Ekoue-totou, Ismail Azam

I. Approval and Adoption of the Agenda

Approved.

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

1. 11/17/2016 Minutes Draft Approved, 1 abstention.

III. Reports

1. Software Inventory report (printed copies distributed).

IV. Discussion/Action Items

1. Updated and reviewed the compiled categorical initiatives for the 2017-2020 Tech Plan by TPC members (as listed) using the Excel document DRAFT (v5):
 - A. College Technology Staffing Support Requirements (Ferhat, Rachel)
 - B. College Technology Hardware Requirements (Derek, Leah)
 - C. College Technology Software Requirements (Derek, Ferhat, Rachael, Stacey)
 - D. User Technology Training, Support & Professional Development (Derek, Ferhat, Ismail, Rachel, Stacey)
 - E. Technology Related Policies & Procedures (John, Stacey, Steve)
 - F. Future Technology Requirements (Stacey)

Derek to create an updated MS Word draft for TPC review at the next meeting that includes:

- Spelling and word corrections as competed during meeting.
- Deletion of ambiguous and redundant initiatives.
- Adoption of language from Technology Values to guide initiatives.
- Change language of category of initiatives that are “policy-directed” to action oriented (e.g. plans, etc.).

2. Schedule Future TPC Discussion/Action Items:

- COM BP/AP policies and procedures recommendations
- Program Review of technology related requests (computers, software, etc.)
- Replacement Plan, and Rubric for instructional computers and display technologies (labs, classrooms)
- Replacement Plan, and Rubric for non-instructional computers and display technologies (offices, conference rooms)

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- Other instructional technology equipment (i.e. Scantron machines, Clickers, CCD, teleconferencing, video-casting, etc.) recommendations, vetting and compatibility with current and future systems.
- DEC Plan and infrastructure (CMS reviews, DE support)

Adjourned 3:38 pm.

Next and last meeting for Fall 2016: December 8, 2016.