

Technology Planning Committee (TPC)

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

February 23, 2017 Minutes

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

Co-chairs: Leah Sharp, Derek Wilson

Members:

Staff Resource: Mina Namvar (absent)

Classified: Sheldon Carroll, Ferhat Indi(absent), Stacey Lince

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

Managers: Patrick Ekoue-totou, Carol Hildebrand

Students: [vacant]

Guest: Greg Nelson

I. Approval and Adoption of the Agenda

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

1. 1/26/2017 Minutes Draft
approved
2. 2/09/2017 No minutes, meeting cancelled as result of campus closure.

III. Reports

Senator report on the outcome of the Technology Plan review by Academic Senate on 2/16/2017.

Discussed at most recent meeting, 2/23. Approved with compliments to all who contributed.
(Arthur)

IV. Discussion/Action Items

1. Introductions, for any new members present*
*(Add review of TPC Charges to the next agenda, as needed)
2. Review of minor changes (in red) to the 2017-20 Technology Plan (v6 to v7)
(Please see attached: 2017-20_TechPlan_DRAFT-v6.pdf; 2017-20_TechPlan_DRAFT-v7.pdf)
Barely started this before Discussion/Action Item 3 began. Tabled until later.
3. ACCJC visit TPC members interview 2:30 - 3 pm
Presentation by Greg Nelson
 - Don't use acronyms
 - Don't assume they've read anything
 - Questioner and notetaker will ask questions
 - We can/maybe should take notes
 - If we want to share something that wasn't discussed, send to Nicole
 - Example questions:
 - How does this committee help plan technology for this institution? (1) reviewing current APs/BPs as they relate to technology (2) Surveying

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community in terms of their use & needs of technology. (3)
Implementing that feedback to apply to planning technology usage and support within the institution. e.g. Surveys taken last spring 2016, student survey and employee survey – used this to write tech plan; reviewed successes & failures of last plan, e.g. shortening cycle from 5 to 3 years, reformatting structure and main categories.

- In reading ISER, TPC is subcommittee of PRAC, how does TPC factor into recommendations to PRAC? Use info we gather to prioritize. TPC will create rubrics for replacement/upgrade for employee and student spaces, including both older (Scantron) and newer (Clicker) technology. Includes financial material, e.g. replace or upgrade technology for student usage.

- If don't know answer, be honest.
- Might just need to point them in the right place to find answer to questions.
- Review Standard 3b (technology)
- Don't assume they will know what "Participatory Govt" is, or anything specific to CA.
- They are evaluating based on DOE standards.
- Logistics: Head of committee will ask for interview list on Sunday pm or Monday am. After those, they may want follow-up meetings. Members will be grabbed based on availability.
- Will Zoom meeting be possible? Classes are our priority.
- They will visit IVC.
- Might sit in on classes for ~10 minutes.

4. IT Audit Discussion 3 – 3:30 pm

Presentation by Patrick Ekoue-totou

(Please see attached: IT_Audit_Discussion_Topics.pdf)

Hari: We made a lot of progress collecting data for support, and technology resources at COM. We presented to the Cabinet, and the Managers meeting (the BOT?)

Going from a local server/resources to a "cloud" format.

The objective is sharing and collaboration as opposed to a single location.

Top Ten Priorities: 2015, 2016, 2017 (not aligned)

IT Market Clock: cost > replacement > advantage > choice > (cost)

I.E. Online cloud technologies, smart computers (dumb boxes)

Business Trends Affecting Higher ED in 2017

LS: What are Micro-credentials?

Hari: Registration, employee recognition, etc.

PE: These are just conversation starters. To get TPC's feedback and feelings about these subjects.

IT Survey: Preliminary Results: Value vs. Difficulty of analytics/analysis

Technology Planning Committee (TPC)

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AL: What I see is a focus on Business decisions. Whereas, faculty will be more interested in support for content and instruction. I would like to see more emphasis on faculty (and student) support.

Hari: we can see these references in Business Trends Affecting Higher ED in 2017 for faculty and instruction.

DW: A lot of the Business Trends Affecting Higher ED are already supported in the LMS (Canvas) What technologies should TPC review that are not already part of the LMS?

SL: Those are just for Hybrid and online classes. What about F2F instructor and students?

DW: Originally it was directed (or encouraged) that all instructors create a Moodle shell for all classes as support for students. The benefits of Canvas LMS could benefit all classes, instructors, and students, regardless of delivery. Again, there is a duplication of the list of that are available in the LMS (i.e. SpeedGrader, Zoom, etc.). Which Business Trends items should TPC consider that are not part of the LMS or other services?

CH: Services for support and training have been discussed as a priority for all employees.

LS: For examples, the Clickers that were shown, I requested Clickers for my classes. However, they are asking for them back—but I am using them. They are going to take them back to today. The problems are some are associated with specific students, and no planning took place with the constituent groups, IT or TPC.

Also, Scantron use has much greater potential than is currently available to COM staff. It could allow for more concrete data analysis of SLOs, from course-level to system-wide.

Hari: Banner has come up in meetings as an example of technology that has been at COM for over 15 years, and is not fully integrated or utilized to its full capacity.

5. Not discussed:

Review of the sample Technology Equipment Request Rubric:

(Please see attached: TPC-rubric_DRAFT.docx)

- To development a computer and hardware replacement plan for student facilities (classrooms, labs, libraries, open labs, testing centers)
- To development a computer and hardware replacement plan for faculty and staff (offices, meeting rooms, and work spaces)

6. Not discussed:

Schedule Future TPC Discussion/Action Items:

- a. Other instructional technology equipment (i.e. Scantron machines, Clickers, CCD, teleconferencing, video-casting, etc.) recommendations, vetting and compatibility with current and future systems.
- b. COM BP/AP policies and procedures recommendations
- c. Program Review of technology related requests (computers, software, etc.)
- d. DEC Plan and infrastructure (CMS reviews, DE support)

Adjourned at 3:31 pm

Next meeting: March 9, 2017.

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