Technology Planning Committee (TPC)

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

Minutes for March 9, 2017

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

Members:
Staff Resource: Mina Namvar (absent)
Classified: Sheldon Carroll, Ferhat Indi, Stacey Lince
Faculty: Rachael Klein (absent), Arthur Lutz (absent), Steve Newton, Leah Sharp, Derek Wilson, [vacant], [vacant], [vacant]
Managers: Patrick Ekoue-totou, (absent), Carol Hildebrand (absent)
Students: [vacant]

I. Approval and Adoption of the Agenda
    SN moves to adopt agenda
    SC seconds
    unanimous approval

II. Review and Approval of the Minutes: (by members present)
    1. 2/23/2017 Minutes Draft
        DW moves to approve minutes
        SN seconds
        unanimous approval

III. Discussion/Action Items
    1. Review of minor changes (in red) to the 2017-20 Technology Plan (v6 to v7) (See attached: 2017-20_TechPlan_DRAFT-v6.pdf; 2017-20_TechPlan_DRAFT-v7.pdf) Approved unanimously

    2. Review of the sample Technology Equipment Request Rubric: (Please see attached: TPC-rubric_DRAFT.docx)
        a. To development a computer and hardware replacement plan for student facilities   (classrooms, labs, libraries, open labs, testing centers)
        b. To development a computer and hardware replacement plan for faculty and staff   (offices, meeting rooms, and work spaces)
        c. Homework to create three different rubrics: computer, software, hardware not computer
            i.   Include category: accessibility (SL)
            ii. Format category: define terms specific to each rubric (DW)
            iii. Lifespan category: revise specific to each rubric (LS)
    3. Schedule Future TPC Discussion/Action Items:
        a. Other instructional technology equipment (e.g. Scantron machines, Clickers, CCD,   teleconferencing, video-casting, etc.) recommendations, vetting and compatibility with current and future systems.

      i. LS will follow up with Scantron, Clickers, and Eduroam
- b. COM BP/AP policies and procedures recommendations
  - i. DW will provide MOU on surveillance
  - ii. SN will provide AP/BPs on which he and JE have been working
- c. Program Review of technology related requests (computers, software, etc.)
  - i. TPC will create new Program Review
4. DEC Plan and infrastructure (CMS reviews, DE support)
   - a. Not discussed

IV. Reports

1. TPC Co-chairs' report on Accreditation Team meeting with TPC on 3/7/2017.
   - a. Sheldon: they seemed to think it was unusual that we were not given a budget to work with
   - b. Stacey: Carol had mentioned that our understanding of our role in the institution is important: high level or low level will help to determine how much this committee may need knowledge of a budget
   - c. Derek: lack of transparency in (budgetary) technology-related decision making

Next meeting: March 23, 2017.
Meeting adjourned 15:31