
Technology Committee

Sub-Committee of Planning and Resource Allocation Committee
Fall 2021 Semester

**Meeting Wednesday, September 8th, 2021 via Zoom at
12:40pm**

Present: Luna Finlayson, Matthew Howard, David Patterson, Caitlin Rolston, Grace Mengqi Yuan
Absent: Andy Harbor, Haleigh Brown

Standing Items

1. Call to Order at 12:53 in Zoom conference room
2. Approval and adoption of the Agenda
Motion to approve: Matt Howard
Second the motion: Luna Finlayson
Vote: approve
3. Approve minutes from last semester
Motion to approve: Matt Howard
Second the motion: Luna Finlayson
Vote: approve
4. Chair Announcements: none.

Discussion Items

1. Share your thoughts about technology issues at COM
 - [Looking at our committee's charge](#)
 - What is going well? What are we grateful for?
 - We are grateful for:
 - Laptop and device lending program. Kudos to the whole ComCare team! Streamlined process from the Library, which is better for ESL students.
 - DE support from Stacey and Kathleen
 - The entire IT team, who went over and beyond! Troubleshooting, helping, and getting campus ready for hybrid instruction.
 - What do you see when you view COM technology issues through a student equity lens? Questions we have? Issues that need attention?
 - 145 Hotspot checked out; need more hotspots as there is a waiting list

- Internet equity access for staff
- Caitlin talked about her class when she taught ESL – 10 level. How do we deal with basic need student body? What about students with language and technology challenges? ESL students, Community Education students face many challenges.
- New LRC design that relates to technology
 - Library and Help Desk
 - High-flex classrooms
 - Display for schedule outside of classrooms in LRC. What about other buildings?
- Matt suggested everyone to review the IT's Operations Plan 2021, compare to our Tech Master Plan, and consider are plans in alignment and where things are.
- The future of COMCare -the technology side of it, tracking formatting

2. What are our goals as a committee for this semester? For this year?
This year's list in sequence:

- a) Review our Tech Plan and the IT Operations 2021
- b) The future of COMCare and the technology side of it
- c) The technology use in new LRC building

3. [COM Technology Plan](#) – How do we want to proceed?
Start with reviewing the COM Tech Plan and the IT's Operations Plan.

Action item:

- Review IT's Operations Plan 2021

Matthew motion to adjourn the meeting at 1:38pm. Luna seconded the motion. Meeting adjourned.