



Technology Committee
February 20, 2023
11:00 a.m. – 12:30 p.m.
In-Person ONLY
10-106

Purpose: The Technology Committee identifies, prioritizes and advocates for the College's technology needs and services. It makes recommendations to the College Council for the strategic direction and implementation of technology priorities. These recommendations address technology policies and procedures, prioritization of technology requests from annual unit plans*, infrastructure requirements for existing programs, and projected needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives established in the Technology Plan, Strategic Plan, Educational Master Plan and other supporting plans (Human Resources, Facilities, etc.). In addition, the Technology Committee maintains currency in relation to technology changes and information from industry, the District and the State Chancellor's Office.

Technology Committee

| CO-CHAIRS | ASGC | ADVISORY |
|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> Tate Hurvitz | <input type="checkbox"/> Sara Laila | <input type="checkbox"/> Marshall T. Fulbright III |
| <input checked="" type="checkbox"/> Bryan Lam | <input type="checkbox"/> Open | <input checked="" type="checkbox"/> Andy Timm |
| | | <input type="checkbox"/> VPAS (Open) |
| | | <input checked="" type="checkbox"/> Sang Bai |
| | | <input checked="" type="checkbox"/> John Stephens |
| | | |

| ACADEMIC SENATE | CLASSIFIED SENATE | ADMINISTRATORS' ASSOCIATION |
|--|---|--|
| <input checked="" type="checkbox"/> Nicholas Gekakis | <input checked="" type="checkbox"/> Bryan Lam | <input type="checkbox"/> Open |
| <input checked="" type="checkbox"/> Jessica Owens | <input type="checkbox"/> Kelly Jackson | <input checked="" type="checkbox"/> Denise Robertson |

| EX-OFFICIO | RECORDER | GUESTS |
|--|---|--------|
| <input type="checkbox"/> Courtney Williams | <input checked="" type="checkbox"/> Michele Martens | |
| <input type="checkbox"/> Dave Dillon | | |
| <input checked="" type="checkbox"/> Aaron Starck | | |
| <input type="checkbox"/> Dave Steinmetz | | |
| <input checked="" type="checkbox"/> Carl Fielden | | |

NOTES

Routine Business

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| 1. Welcome | Done. |
| 2. Open Comment | <p>John shared that District IT is currently undergoing some restructuring. Although nothing is official yet, it looks like Jerry Williamson will be the Director of IT; Eugene will be the Network Specialists Supervisor; Steve Abat will be the Security Officer.</p> <p>John also suggested that Eugene be invited to subsequent Technology Committee Meetings to do a regular report out.</p> |
| 3. Additions/Deletions to Agenda | None. |
| 4. Approve Meeting Notes of November 28, 2022 | Done. |

New Business

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| 5. Review of 6-year strategic Plan | <p>The committee looked over the college's 6-Year Strategic Plan. The goal is to have the GC Technology Plan accompanied by yearly action plans that are tied to the college's strategic plan. Tate reiterated that the 5-Year Technology Plan is a more general, high-level view of the college's technology plan and the yearly action plans will look at more actionable, to-do items.</p> <p>The committee would like to ensure that accessibility and universal design are incorporated into the long-term plan as well as the yearly goals/action plan.</p> |
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| 6. Break out review of sections | <p>The committee split up into smaller groups to brainstorm separate sections of the proposed Tech Plan.</p> <p>It was agreed that while there are no major changes proposed, changes may ensue as we begin to implement and work to the updated 5-Year Technology Plan.</p> <p>Discussion points re: the AUP:</p> <ul style="list-style-type: none">*we need to mitigate the chasm between proposed technology and the budget . . . will there be funds set aside for annual AUP technology requests?*initial, maintenance, and replacement costs should accompany all technology requests*include budget information when related to bonds, grants, or GF <p>Discussion points re: Process</p> <ul style="list-style-type: none">*how will the new processes be operationalized and linked to other college/district plans?*how will we ensure the yearly action plans are done and documented?*we need to purposefully develop and nurture collegial relationships with other technology bodies at all three sites*how will the new processes be operationalized and linked to other college/district plans?*how will we ensure the yearly action plans are done and documented?*we need to purposefully develop and nurture collegial relationships with other technology bodies at all three sites*we need to purposefully develop and nurture collegial relationships with other technology bodies at all three sites*how will the new processes be operationalized and linked to other college/district plans?*how will we ensure the yearly action plans are done and documented?*we need to define pain points in the current process to make meaningful changes to the new processes*address bonds and new/proposed buildings and associated vendors*should new technology standard be dictated by the Technology Committee? Gafcon does not always understand the particular needs and current infrastructure of our campus; new buildings are not always designed with the right people at the table and new buildings go into construction up to 5 years after the original plans were drafted. Technology and needs can change drastically in 5 years |
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| | <p>Discussion points re: the Core Values/Principles:</p> <ul style="list-style-type: none">*security and risk assessment need to be included, along with mitigation plans*we need to close the gap that exists re: those requesting and/or recommending new technology and the ultimate decision (that comes with an explanation, if Needed)*how do we close the gap between requesting new technology solutions with the current ill-defined process?*clarify district responsibilities vs. college responsibilities and how they interact with one another <p>Discussion points re: the Goals:</p> <ul style="list-style-type: none">*change the word “expand” to improve*were appropriate, each section should include a link to the related goal/s*we need to clearly outline implementation and <u>maintenance</u> of current and future technology*future needs and flexibility should also be addressed*we need to address efficiency and the best possible solutions for technology needs |
| 7. Action Plan Planning | <p>Tate and Bryan took the actions from the 6-Year Strategic Plan and massaged them to fit the needs of the Technology Plan.</p> <p>Moreover, we need to identify what, exactly, should be considered technology. We should strengthen our technology definition to address technology that falls outside the normal definition (HVAC, Digital Signage, irrigation, etc). We should also include the verbiage: “including, but not limited to . . .”</p> <p>Our action plan should include Student Services technology, not just instructional technology.</p> |
| 8. Review of Timeline | <p>The committee reviewed the timeline and we are right on track! Tate and Bryan will take the updated Technology Plan “on-the-road,” and solicit feedback for all constituent groups.</p> <p>Once the road show is done, our committee will take one last look at the proposed plan before sending it on to College Council for recommendation.</p> |
| 9. Update on AUP Resource Requests | The proposed updates were sent to College Council, but a recommendation was deferred to the next Council meeting. |
| 10. March Meeting Date | Michele will send out a doodle poll and find a good date to reschedule our March meeting, which falls during the spring recess. |

Committee & Monthly Reports

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| 11. Instructional Technology Updates (2 mins) | n/a |
| 12. Technology Updates from Other Areas (3 mins) | n/a |
| 13. What Will You Report Back to Your Constituent Group? (10 mins) | n/a |

WORK AHEAD

- **Announcements**
- **Preparations for future meeting:**

NEXT MEETING: TBD (Falls during Spring break.)