GROSSMONT
COLLEGE

Technology Committee
April 22, 2024
11:00 a.m. – 12:30 p.m.
NOTES
ASGC Board Room--Preferred
or
https://gcccd-edu.zoom.us/j/88611246328

__Please note__: We strongly prefer that members attend face-to-face, but we do offer a remote option for those who are not able to be present for any particular meeting.

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
☒ Tate Hurvitz	☐ Julio Hernandez	☐ Agustin Albarran
☒ Bryan Lam	☐ OPEN	☐ Marsha Gable
		☐ Sheree Stopper
		☐ Sang Bai
		☐ John Stephens
		☒ Andy Timm

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ John Czworkowski	☒ Bryan Lam	☐ OPEN
☒ Leila Parello	☒ Lisa Brlas	☒ Bryan Cooper

EX-OFFICIO	RECORDER	GUESTS
☒ Bryan Cooper	☒ Michele Martens	☐
☐ Adelle Roe		
☐ Dean A&R (Vacant)		
☒ Dave Steinmetz		
☒ Carl Fielden		

NOTES

Routine Business

1. Welcome	Done.
2. Open Comment	None.
3. Additions/Deletions to Agenda	Bryan L-update he met with Joan Ahrens and Felicia about rubric suggestions for our Tech Request. Tate and Bryan updating scale to a 5-point scale.
4. Approve Meeting Notes	**March 18, 2024 Notes** **Will revisit these notes at our May meeting.**

New Business

5. Co-Chair Election	At the May meeting, we will elect a new faculty co-chair. Bryan Lam has served as a fantastic co-chair for the last two years. Tate asked the faculty member(s) interested in serving as co-chair to email Bryan L and Tate this week. The vote will happen at the meeting on May 20. Leila would like some detailed information about the duties of the co-chair.

6. Year-Two Action Plan Brainstorming Andy brought up a possible safety issue at 1127.	The team looked over the homework for March; Tate shared what the committee accomplished last year. Year one we completed the 6-year Strategic Plan along with developing the action plan to accomplish the goals set. We discussed brainstorming ideas for year two, the question around Generative AI for instruction was raised. Should this committee be involved as this technology continues to grow? Dave would like this committee to get involved with the campus's weak cell signal while on campus as we are in a dead zone. This issue regularly affects our students' abilities to access Wi-Fi, log-in to programs, or even apply to the college. If students could use their phones more regularly (without losing cell service) this would contribute to student success and retention. Tate would like the committee to carry forward one item from last year and that is centralizing this committee as the repository for all technology requests, especially off-cycle ones that may duplicate efforts on campus, or districtwide, and/or may not be viable. We also need to keep up with our inventory. The Strategic Plan Action Items for Year 2 were displayed, and the committee broke off into groups to address each of the 4 action items. Groups: **1: <u>Implement and maintain high quality tec infrastructure</u>— Dave, Bryan C, John S** - Update Fiber/Ethernet/Switches/Patch - Update WiFi and provide better coverage indoor and outdoor - Shared funding or funding provided to colleges for Infrastructure projects - Update/improve cellular - VM machines - Upgrade Apple devices and surplus all Intel based Apple computers. iPads are fine - Digital Signage - Wayfinding - Additional Staff – - Guidelines and Standards – Need to be set in stone and followed by Gafcon/Architects and Contractors on projects and new buildings. **2: <u>Expand OE</u>—Tate and Bryan L** Update the flow of info; some requested tech comes with own funding and only needs feasibility testing; other reqs come w/o funding and this needs to be identified as meeting our Vision Mission & Goals <u>and</u> feasibility; if yes, it moves forward. Ultimately the PR will be entered by the LTR Dean's office. **3: <u>Enhance learning experiences</u>—Lisa and Carl**

	Publicizing what is available to our students and staff as far as tech for checkout in the library; communicating with our students via email is passe, and we should look into how we communicate with our students, texting is preferred
	4: <u>Eliminate digital divides</u>—Andy and Leila Orientation/workshop for how to use technology (hands on) and advertise where to get their technology; use our chatbot on GC homepage to answer key info on "how-to" questions; do WoW (Week of Welcome) labs/orientations on technology use. Tate and Bryan L will organize these ideas/goals and create a detailed list for our year-2 action plan We will use google forms to select our next faculty co-chair since our May meeting conflicts with Academic Senate

Committee & Monthly Reports

7. Technology Updates from Other Areas (2 mins)	District Projects Update a. We are almost 100% focused on the Financial Aid Implementation through May for sure and likely June. This means work on all other projects and any new projects has or will stop or extremely slow until this is finalized. b. Any questions or concerns? TOG c. Haven't met in a while due to my schedule. d. Reminder on 23/24 Goals: i. 1) Improve communication about the work of TOG across the colleges and District. 2) Create a process for refreshing the list as projects are completed and new projects are requested. 3) Document the process listed in #2. TPPC e. Looking at Updating/refining the Charge through the IEPI Governance process. It will go to DEC for final approval. f. Reminder on 23/24 Goals: ii. 1) Recommend the district technology plan for approval. 2) Establish strong communication with the Technology Operations Group (TOG) 3) Recommend Information Security Policies as required by the Gramm-Leach-Bliley Act (GLBA) 4) Establish a process for providing feedback to TOG to refresh the prioritized project list
8. What Will You Report Back to Your Constituent Group? (3 mins)	Not addressed.

WORK AHEAD
- **Announcements**
- **Preparations for future meeting: Stay tuned.**

NEXT MEETING: May 20, 2024