



Technology Council

Meeting Notes

April 05, 2017

1:00 – 2:00 pm

Boardroom

Present: Jesse Cecil, Nancy Funk, David Gault, Larry Glenn, Eric Houck, Anne-Marie Kuhlemann, Dennis Roberts, Jayne Turk, Chris Wehman

Absent: Robert Taylor, Tanner George (Student Representative)

Recorder: Bethany Golly

- 1) **Review of past meeting notes:** No changes requested.
- 2) **Technology Master Plan:** Master Plan needs to be tied to accreditation and other COS master plans (e.g. facilities master plan).
Outline was created based upon brainstorming session, and the following was discussed:
 - *Specialized Equipment:* Possibly splitting CTE into separate categories (e.g. nursing, ADJ, etc.) instead of grouping all specialized equipment together. Additionally, creating a firmer definition of what counts as specialized equipment and what technology is supported by tech support is desired.
 - *Equipment Acquisition Process:* Creating a system for acquiring technology, including: expedited research and prototyping, VPs conferring with Tech Council about potential new technology, and standardization of acquisition process.
 - *Writing Assignments:* Each member was assigned a topic(s) to write up an initial draft for the Master Plan, with the first review of the drafts being at the next meeting. The assignments are as follows:
Larry: Specialized Equipment
Anne-Marie: Distance Education
Chris: Infrastructure; Networking; Security; Virtualization; Backup Procedures & Disaster Recovery; Green Computing
Nancy: Technology Organization & Governance
Jayne: Training & Professional Development; Communication
David: ERP System; Security
Dennis: Social Media; Website (will work with Dawnie)
Jesse: Classroom Technology; Online Education
Bethany: Technology Acquisition Process
- 3) **Self-Evaluation and Survey Results:** Survey produced poor results for staff awareness of Tech Council. We need to be more sure of what Tech Council is and does, and then we need to make the rest of the college aware.
- 4) **Reports from Distance Learning, Web Team, Banner Steering:** Reports tabled until next meeting due to time.

Next meeting: Friday, April 28th, 2017 (3pm-4pm) - Boardroom