

**Technology Council Minutes**  
**May 13, 2010**  
**3–4:30 p.m., CEN 407**

**Present:** Barbara Barlow (chair), Denise Brinkman, Brad Hinson, Michael Lainoff, Todd Lutz, Alfonso Macias, Kaaren O'Rourke, David Walton

**Absent:** Lebanah Davis, Meredith Keene-Wilson

Item:	Outcome:
Tech Council Business: <ul style="list-style-type: none"> <li>• <i>Review minutes from previous meeting</i></li> </ul>	<ul style="list-style-type: none"> <li>• The April 8 draft minutes were reviewed and then approved.</li> </ul>
Announcements	<p>Sonya Christian will be attending the May 27 meeting, 4-4:30 p.m., and would like to have a focused discussion on strategic planning. Craig Taylor and Jim Salt may also attend. Please attend this meeting if at all possible.</p> <p>Lane's Strategic Plan is posted at <a href="http://www.lanecc.edu/research/planning/strategicplan.html">http://www.lanecc.edu/research/planning/strategicplan.html</a></p> <p>This document has been officially approved by College Council. You may wish to review this document before the May 27 meeting.</p>
Review final draft of strategic direction document	<p>Revisions to the Online Learning and Educational Resources document were reviewed and further changes were made as a result of discussion. Please see the revised document.</p>
Review list of technology COPPS documents	<p>The decision was made to first decide if the Tech Council was the appropriate group to review each of the listed policies. It was decided that Tech Council would review all. The first two policies were discussed. The remaining policies will be reviewed at the next meeting.</p> <ul style="list-style-type: none"> <li>• Information Technology: Administrative Computer System Baseline Modification <a href="http://www.lanecc.edu/cops/itadmin.htm">http://www.lanecc.edu/cops/itadmin.htm</a></li> </ul> <p>This policy will also be presented at the next BARScg meeting for this committee's input since it addresses the administrative system (Banner) used by several areas of the college.</p> <p>It was suggested that there is a need for a similar policy for instructional enterprise systems (Moodle) that could encourage innovative use of the product, and more broadly, provide guidelines on how new technology is implemented at Lane. Brad, David and Rob will discuss this idea. Further discussion led to ideas on how IT can support the needs of the college. The Unit Planning system could be a vehicle for investigating if IT can implement, support or already provides a technology service. Grants now cannot be submitted without a line item for IT. This helps ensure that funds are allocated for the IT costs of a project, including</p>

	<p>continuation of service after the end of the grant. Amounts allocated for a project need to be “total cost of ownership.”</p> <ul style="list-style-type: none"> <li>Information Technology: Appropriate Use Policy  <a href="http://www.lanecc.edu/cops/composef.htm">http://www.lanecc.edu/cops/composef.htm</a></li> </ul> <p>Point 4.3 needs to be removed since WebCT is no longer used and the chat restriction is not enforced. It was noted, however, that Lane should reserve the right to prohibit the insecure use of technology. Students should understand that the computer labs are a public environment and that their privacy in the facility cannot be ensured. There should be a differentiation made between the right of staff to store personal data on a hard drive but not on the network.</p>
<i>Future Agenda Items</i>	<p><i>Continued review and discussion of COPPS technology policies</i></p> <ul style="list-style-type: none"> <li>Information Technology: Remote Access  <a href="http://www.lanecc.edu/cops/itremote.htm">http://www.lanecc.edu/cops/itremote.htm</a></li> <li>Information Technology: Virtual Private Network (VPN)  <a href="http://www.lanecc.edu/cops/itvpn.htm">http://www.lanecc.edu/cops/itvpn.htm</a></li> <li>Information Technology: Wireless Communication  <a href="http://www.lanecc.edu/cops/itwirels.htm">http://www.lanecc.edu/cops/itwirels.htm</a></li> <li>Equipment: Personal Use <a href="http://www.lanecc.edu/cops/equipuse.htm">http://www.lanecc.edu/cops/equipuse.htm</a></li> </ul>
<i>Meeting Adjourned</i>	<i>Next meeting – Thursday, May 27, 2010, 3-4:30 p.m., CEN 407</i>