APPROVED Technology Council Minutes
May 27, 2010
3–4:30 p.m., CEN 407

Present: Barbara Barlow (chair), Denise Brinkman, Meredith Keene-Wilson, Michael Lainoff, Todd Lutz, Alfonso Macias, David Walton
Absent: Lebanah Davis, Brad Hinson, Kaaren O'Rourke

Item:	Outcome:
Tech Council Business:	Minutes from the May 13 meeting were reviewed and approved.
General Business: Review of Strategic Direction document	The final draft of Strategic Direction document was reviewed the changes were approved. Item #7 was added as a high level statement to remind us that all students need access and we must provide it. It was asked, which group is accountable for implementation and how is success measured? Tech Council is not the responsible group, but other tech committees will follow the Strategic Direction document.
Continued review and discussion of COPPS technology policies	- Information Technology: Administrative Computer System Baseline Modification http://www.lanecc.edu/cops/itadmin.htm This policy has not been reviewed by BARScg yet. Todd will ask about it at the next meeting. David has written a draft of a similar policy for Moodle and will meet with Brad and Rob to discuss it. Fiscal responsibility should be written into IT projects. Many projects now originate in unit plans but may also come from other sources. All student and academic areas submit unit plans. College Operations is the only area that does not submit unit plans. Integrated Learning Center is a new research and development team being established to review proposals for innovations. Lane may need an advisory group for academic technology, like a Distance Learning Advisory Committee, so issues can be brought to the table. How is such a group created? Information would flow back to ET and other councils through the CIO. IT should see proposals before they are approved. We will bring ideas to the next meeting on a recommended procedure for the CIO to take forward to ET. - Information Technology: Appropriate Use Policy http://www.lanecc.edu/cops/compusef.htm Brad was nominated to update the policy. Barb and Todd volunteered to assist. - Information Technology: Remote Access http://www.lanecc.edu/cops/itremote.htm The policy will be referred to the Infrastructure Services committee (IT IS) for review. Contact: Dale DuVall

	- Information Technology: Virtual Private Network (VPN) *http://www.lanecc.edu/cops/itvpn.htm* Will be referred to IT IS for review. - Information Technology: Wireless Communication http://www.lanecc.edu/cops/itwirels.htm Will be referred to IT IS for review. - Equipment: Personal Use http://www.lanecc.edu/cops/equipuse.htm Will be reviewed by Tech Council at the next meeting.
Other Business: Focused Discussion on Planning with Sonya Christian	Sonya Christian joined the meeting to discuss the college Strategic Plan. Of the six strategic directions listed, the one on which Technology Council focuses is Online Learning and Educational Resources. Sonya made several points: - Councils are responsible for plans and administrators are responsible for implementation. - We can't come up with implementation plans alone. We need to have instructional administrator involvement. - We need to build capacity. What are the goals and work plans to meet the goals? - All goals meet and align to the three Online Learning and Educational Resources points. - We need to know how and when we have achieved our goals. - There needs to be deliberateness at the front end and accountability at the back end of implementation of plans. Points made in discussion: Implementation of some plans come through other areas besides IT. The GIS grant is an example. A percentage of grant funds need to be available for research and IT. How does IT help contain or shape technology at Lane? IT can be more helpful if they are involved in the front end rather than the back end. Total cost of ownership committee—how does implementing new technology affect IT, facilities, admin staff? Not having resources to maintain projects is a problem. Perhaps a committee can look at the technology costs of ten projects to estimate what percentage of costs need to be allocated to IT when budgeting for future projects.
Future Agenda Items	Review of policy: Equipment: Personal Use http://www.lanecc.edu/cops/equipuse.htm
Next Meeting	*Thursday, June 10, 2010, 3-4:30 p.m., CEN 407*