

**APPROVED**  
**Technology Council Minutes**  
**November 9, 2010**  
**3–4:30 p.m., 16/211**

**Present:** Denise Brinkman, Dale Duvall, Brad Hinson, Meredith Keene-Wilson, James Lindley, Todd Lutz, Alfonso Macias, Audrey Mills (admin), and Maraca Schradle

**Absent:** Barbara Barlow (chair), Michael Lainoff , and Kaaren O'Rourke

<b>Item:</b>	<b>Outcome:</b>
Tech Council Business:	<p>New council members Dale Duvall (classified) and Maraca Schradle were welcomed.</p> <p>Minutes from the October 19 meeting were reviewed and approved with one change. Note: the complete Governance Manual is now online.</p>
General Business:	<ol style="list-style-type: none"> <li>1. Todd Lutz chaired the meeting in Barbara Barlow's absence. <p>Chair position for 2010-2011: Since some council members were absent at the October 19 meeting and two new members were present, Todd offered the opportunity to members again to serve as chair for this academic year. All agreed Barbara would remain as chair.</p> <p>Meetings times for the November 23 and December 7 meetings will change from 3-4:30 p.m. to 3:15 to 4:45 p.m. to accommodate members whose prior activities end at 3.</p> </li> <li>2. Finalize Technology Council Workplan for 10-11: <p>College council chair, Bob Baldwin, has requested a copy of the annual work plan from each council.</p> <p>Tech Council discussion revealed four main work plan goals:</p> <ul style="list-style-type: none"> <li>*Build a technology strategic plan</li> <li>*Review existing technology policies in COPPS</li> <li>*Review the Technology Council Charter</li> <li>*Promote the consultative role</li> </ul> </li> <li>3. Technology Council Charter Review: <ul style="list-style-type: none"> <li>*Assisting the Learning council hasn't actually happened in the past. Is the Learning Council ready for work on a technology strategic plan and are they ready to work with us?</li> <li>*Collaboration with other councils, departments, and campus. The document needs to cover the entire college.</li> <li>*Tech Council's role to monitor and assess technology plans. Are students getting what they need?</li> </ul> </li> </ol>

	<p>*Develop, review and approve COPPS policies that deal with technology.</p> <p>*What is the mechanism for us to collaborate with other councils and departments? Possibly market through deans’ meetings. Do departments do technology planning? Some do. A suggestion was made that tech council could review unit plans and provide feedback. Could we consult to help direct unit plans for last year? Unit plans on are on the ASA website.</p> <p>*Where do we want to go and what are the steps to get there. How is it measureable? How will the outcomes for program completion and online courses and educational resources be measured? Develop to-do list with action items and assign tasks at the department level.</p> <p>*What are the technology goals for the college? Do we need technology goals to give departments direction to develop unit plans?</p> <p>4. Report on COPPS policy for Administrative systems modification: Todd took this policy to BARScg. The policy was recently implemented and effective. The policy remains.</p> <p>5. Technology Strategic Plan Development Todd sent three examples of three strategic plans to tech council members:  <a href="http://www.uvic.ca/shared/shared_about/SystemsStrategicPlan.pdf">http://www.uvic.ca/shared/shared_about/SystemsStrategicPlan.pdf</a>  <a href="http://www.ivytech.edu/shared/shared_coabout/Strategic-Plan-2010.pdf">http://www.ivytech.edu/shared/shared_coabout/Strategic-Plan-2010.pdf</a>  <a href="http://www.sou.edu/it/plangov/it-strategic-plan-09-11.pdf">http://www.sou.edu/it/plangov/it-strategic-plan-09-11.pdf</a>  Comments:  *Ivy Tech-Indiana: liked strategy as it related back to the mission of the college  *SOU: IT tech plan—don’t need something that deep for tech council. More useful the Academic Technology area.  *Don’t need paragraphs; bulleted points for high level concepts.  *Length of plan: 3-5 years; some technology stays around for 15 years (thin client); 2 years is short and it takes a year to get started  *Members will look for other strategic plans online  *Tech Council with focus on strategic planning during the next meeting, November 23.</p>
Future Agenda Items	Review of policy: Equipment: Personal Use <a href="http://www.lanec.edu/cops/equipuse.htm">http://www.lanec.edu/cops/equipuse.htm</a>
Adjourned: 4:35 p.m.	<i>Next Meeting: November 23, 2010</i>