Minutes

COMMITTEE (√ marks those present):

√	Iris Ingram, VP Administrative Services Chair		Arthur Leible, Information Technology
√	Marlow Lemons, Math Sciences, Co-Chair		Thurman Brown, Technical Services/ITS
	Ryan Gan, Systems Librarian		Gary Greco, SRC
√	Melissa Guess, Enrollment Services		Jorje Gutierrez, Facilities
√	Brian Krause, SRC	√	Peter Marcoux, Academic Senate
√	Crystle Martin, Library/LRC	√	Lisa Mednick, Professional Development
	Erick Mendoza, Campus Police	√	Ann O'Brien, Marketing/Communications
	Michael Pascual, Fiscal Services	√	Dipte Patel, Counseling
√	Gema Perez, ECCE	√	Carolyn Pineda, Research & Planning
	Idania Reyes, SSC	√	Joshua Rosales, Institutional Research
√	Beverly Rouse, Administrative Support/ITS	√	Maria Smith, Human Resources
√	John Tamura, Fiscal Services	√	Viviana Unda, Inst. Research & Planning
√	Sal Valencia, Audio Visual/ITS	√	Vladimir Vasquez, Applications Dev./ITS
√	Claudio Vilchis, Network Services/ITS		Steve Waterhouse, Enrollment Services
√	Moses Wolfenstein, Distance Education	√	Paul Yoder, Information Security/ITS
√	Elana Azose, Professional Development		

STATEMENT OF PURPOSE

The Technology Committee serves as the consultation committee for campus-wide technology planning. The committee evaluates needs, strategizes solutions, and proposes recommendations for College technology. The committee develops monitors and evaluates implementation of the College Information Technology Strategic Plan.

Strategic Initiative – C – Collaboration

Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

Agenda

1. Welcome/Introductions - Vice President/Committee Chair Iris Ingram opened the meeting. The Technology Committee members introduced themselves.

2. After review, the Committee moved and seconded the Agenda for today's meeting. The Committee accepted the [Agenda](#) as presented with no objections.

3. After review, Moses Wolfenstein presented an error on Page 1, Section 3A. The change should read "multiple instances" instead of "multiple incidents." The Committee moved and seconded the Minutes from the October Technology Committee meeting as corrected. The Committee adopted the [Minutes](#) as corrected.

4. The floor was given to Dr. Viviana Unda to discuss ECC Strategic Initiatives:

   a. [Strategic Plan Final Version_August 2019](#) – Dr. Viviana Unda provided the committee with an electronic copy of the final version of the Strategic Plan that was removed from Board Policy 1200 to create a stand-alone document.

   b. [Collegial Consultation 2020](#) – The 2020-2023 Strategic Plan sets the direction of the College within a long-range time. The College is moving to a broad 10-year cycle on the Comprehensive Master Plan and two Strategic Plans, 5-years each. The 5-year cycle on the Strategic Plan will operationalize the Comprehensive Master Plan.

5. Technology Committee Self-Evaluation Survey Administration.

   a. [Technology Committee Evaluation](#) – Dr. Viviana Unda provided the committee members a QR code to access the survey using their smart phones. The annual survey will encompass a self-evaluation of how the committee performed the in their capacity over the last year. The survey results will be available in September 2020, which will start the process of the next cycle for 2021. The aspects of the survey will help gauge customer satisfaction and guide the actions of the committee moving forward.

      The survey the committee is asked to complete is an evaluation of our last year that is guided by the document, [Making Decisions at El Camino College](#). Therefore, committee members who were not a part of the Technology Committee last year are not required to complete the evaluation. Committee Co-Chair, Dr. Marlow Lemons, will reach out to committee members who were active last year but are no longer active to request their participation in the survey.

6. [Google for Educators Training](#) – Lisa Mednick and Elana Azose from Professional Development presented an informational Introduction to G Suite for Higher Education. Professional Development asked the Committee to consider participating in a workshop on the understanding of "G Suite," and how El Camino can integrate it into the classrooms. The committee did not decide whether they

would move forward with the workshop. The Committee tabled the discussion for further review.

7. Meeting Adjourned at 3:15 p.m.

Goals (FY 19/20)

i.   Complete Master Calendar and Curriculums/Catalog systems

ii.   Future of Colleague ERP on site system discovery and research

iii.   Campus-wide technology planning focus

iv.   Long-term resource planning for technology

v.   Evaluation of recommendations for technology solutions.

vi.   DRP/BCP research and discovery

vii.   Maturation/operations/training on new systems

viii.   Support IEPI, Accreditation, OEI/OER, Guided Pathways, Strong Workforce…