



**Technology Committee Meeting
January 19, 2021 -- 2:00 p.m.
Via Zoom Conference**

Minutes

COMMITTEE (√ marks those present):

| | | | |
|---|---|---|--|
| √ | Loic Audusseau, CTO ITS, Chair | √ | Crystle Martin, Library/LRC Co-Chair |
| | Iris Ingram, VP Admin. Services | | Dena Maloney, Superintendent/President |
| √ | Stephanie Dewitt, Purchasing & Risk Mgmt. | | Ryan Gan, Systems Librarian |
| | Gary Greco, SRC | √ | Jorge Gutierrez, Facilities |
| √ | Brian Krause, SRC | √ | Peter Marcoux, Academic |
| √ | Marlow Lemons, Mathematical Sciences | √ | Marci Myers-Mojica, Inst. Research |
| √ | Dipte Patel, Counseling | √ | Michael Pascual, Purchasing & Risk Mgmt. |
| √ | Gema Perez, ECCE | √ | Makayla Propst, ASO |
| √ | Idania Reyes, SSC | √ | Beverly Rouse, Admin. Support/ITS |
| √ | Linabel Sajo, Applications/ITS | √ | Maria Smith, Human Resources |
| √ | Sal Valencia, Audio Visual/ITS | √ | Blake Van Room, Tech Services/ITS |
| √ | Claudio Vilchis, Network Services/ITS | √ | Steve Waterhouse, Enrollment Services |
| √ | Moses Wolfenstein, Distance Education | √ | Paul Yoder, Information Security/ITS |
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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 – Committee Co-Chair Crystle Martin opened the meeting.
2. Agenda Review – The Committee accepted and adopted the January Agenda as presented.
3. Approval of Minutes – The Committee accepted and adopted the December 15, 2020 minutes as presented.
4. Tech Committee Working Group Updates – The Working Groups have been established as follows:
- 5.

| Working Groups | Chair(s) | Members |
|--|--------------------|---|
| Ellucian Colleague Improvement Plan | Linabel Sajo | Robin Dreizler, Enrollment Services Lillian Justice, Registrar Jeffrey Hinshaw, Business David Mussaw, Accounting Melissa Guess, Financial Aid Sheryl Kimball, ITS Applications Dev. |
| Infrastructure Upgrade – Phase 2 | Claudio Vilchis | Loic Audusseau, ITS Jorje Gutierrez, Facilities |
| Data Governance & Management | Marci Myers-Mojica | Linda Detwiler-Burner, Financial Aid Robin Dreizler, Enrollment Services Marlow Lemons, Mathematics Linabel Sajo, ITS Applications Dev. |
| Asset Management & Technology Spending | Pending | Pending |
| Technology Strategic Plan | Crystle Martin | Pending |
| Information Security Awareness/Disaster Recovery (DR) & Business Continuity (BC) | Paul Yoder | Rudy Ramos, ITS Network Services Ricky Macias, ITS Network Services |

6. Second Reading AP 3725 – Web Pages Accessibility – The Committee accepted the proposed AP 3725 that specifies vendors providing products or services to El Camino College comply with the requirements of Section 508 of the Rehabilitation Act of 1973 and its regulations as corrected.
7. Second Reading AP 6365 – Contracts: Accessibility of Information Tech – The proposed AP 6365 will include the scope of El Camino College’s commitment to providing information via the internet and its webpages that is reasonably accessible to all employees, students, and interested parties regardless of physical ability. The Committee has tabled the approval pending document review by Jaynie Ishikawa, Director of Staff & Student Diversity and Gary Greco, Director of Special Resource Center. The Committee will have a third reading of the proposed Administrative Policy at the February Technology Committee meeting.
8. Other Discussion – It is proposed that the Technology Committee review the Committee Goals and rephrase in more measurable terms.
9. Adjournment – The meeting was adjourned at 3:00 p.m.

Goals (FY 20/21)

- 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...