



## MEETING MINUTES

Technology Planning Committee: a Sub-Committee of  
the District Planning and Advisory Council

11/19/2010 10:30 AM-12:00 PM

Library Conference Room (275)

### I. Call to Order – 10:30 AM

Minutes from October 15, 2010 meeting reviewed and approved.

### II. Members Present

Matt Hotsinspiller, Wendy Parise, Lee Johnston, Christine Miller, Jocelyn Chong, Waleed Nasr, Sal Veas, Bob Dammer, Tom Peters, Steve Peterson

### III. Action Items

- a. Julie Yarrish to be added to the TPC mailing list and advised of the TPC meeting schedule so that she can attend.
- b. Jocelyn to merge her submitted outline of Technology Service Categories (first/second levels) with the Technology Plan Mind Map developed by the committee during the October 15 meeting. Jocelyn will submit the merged document to Wendy and Bob before the next meeting and a merged mind map of technology services/resources can then continue to be constructed by committee during December 17 meeting.
- c. Randy Lawson/Eric Oifer to be invited to meeting (after construction of mind map) to offer feedback on committee goals.

### IV. Reports

- a. Jocelyn reported for Sal that the ISC is planning a Google Apps pilot project in Spring semester where a cohort of selected instructors will be trying out the Google suite of applications as part of their classroom instruction to see to what extent the Google Apps can be useful in a learning environment. Jocelyn explained that IT staff will also potentially engage in the project, and Google instructors are expected to provide tutelage in January on the use of the Apps. If the Academic Senate approves this project (Jocelyn and Sal are expected to present the project at the next Academic Senate meeting) then maybe 10-15 instructors will be recruited for the project.

- b. Sal reported that the ISC would be developing an instructional technology plan that would possibly be brought before the TPC for approval or to decide feasibility.

V. Discussion Items

- a. Wendy expressed interest in recruiting a couple of instructors from Distance Education for ISC's proposed Google Apps project; perhaps one instructor with a lot of technical experience and another with minimal technical experience. In answer to a question from Bob, Jocelyn stated that the ISC can decide as a committee to report its eventual findings to the Academic Senate, and the TPC can decide separately whether to report the findings to DPAC. It was emphasized that the Google Apps project is exploratory and there is not sufficient knowledge so far to identify the Apps as a potential replacement or complement to eCollege or other systems currently in use at SMC.
- b. Sal noted that the Google Apps project will be heavily affected by a pending decision by Google to assist the project with more or fewer resources. Sal also noted that the project could serve as a possible backdoor pathway to achieving support of faculty-owned mobile appliances.
- c. Wendy suggested that Julie Yarrish of Distance Education should be consulted on this project.
- d. Jocelyn suggested that when TPC develops a master technology plan for SMC, then it should be integrated with SMC mission and goals as part of a matrix to determine if technology proposals are compatible, and that metrics should be determined which will allow the measurement of the effectiveness of agreed-upon goals/proposals.
- e. Technology mind map was discussed and it was agreed Jocelyn would merge her submitted outline of Technology Service Categories (first/second levels) with the Technology Plan Mind Map developed by the committee during the October 15 meeting.
- f. Committee discussed TPC charter recommendations. There was some question as far as whether DPAC expected TPC to discuss the recommended goals that came from the Program Review Committee, or just the amendments to the actual charter bullet items. Lee Johnston felt that many of the issues mentioned in the third goal concerning "online students using Macs having difficulty accessing materials" have already been resolved. Tom mentioned that he and Ellen Cutler have already been "unofficially" addressing the issues raised by the last goal concerning section 508 compliance.

VI. Adjournment – 12:00 PM