



## **MEETING MINUTES**

**Technology Planning Committee: a Sub-Committee of the District Planning and Advisory Council  
Friday, April 20th, 2016, 10:30AM-12:00PM in Information Technology Conference Room M207**

**2015-2016 Members: Christine Miller, Tom Peters, Walter Meyer (CoChair), Dan Rojas (Co-Chair), Bob Myers, Peter Morse, Jinan Darwiche, Mohammad Fakh, Regina Ip, Deirdre Weaver, and Martha Linden (AS Student).**

### **I. Call to Order 10:34am**

Dan Rojas, Jinan Darwiche, Walter Meyer, Regina Ip, Tom Peters, Mohammad Fakh

### **II. Approve TPC Minutes from 2/19/2016**

Tom moves to approve- Jinan seconded- unanimous 10:35am

### **III. Announcements: (ISC, DE, Student (AS), Classified, Managers, other)**

ISC- Jinan reported: department requests are done and faculty requests are being reviewed. Many new requests are being made for standardized laptops that instructors can bring to school and take home but several concerns were identified.

DE- None

AS- None

Classified- Mohammad reported: CSIS is upgrading to Windows 10 and Office 2016.

Managers- Dan reported: Canvas went live this week. Walter reported: The transition is not easy and will require more support.

### **IV. Reports: Web sub-committee**

Regina reported: The web sub-committee submitted its recommendations of elements that should be included when upgrading the website. Regina

disbanded the committee at the suggestion of Dan Rojas since the task assigned was complete. Walter suggested the committee continue to meet in case there are questions.

#### V. Old Business:

Discussion of the TPC Recommendations 15/16 continued. These recommendations had been continuously discussed since the beginning of Fall semester. The most current version of the recommendations were included in the TPC meeting invitation. Walter stated all recommendations above the hash marks were previously agreed upon. No additional changes were made and Tom motioned to approve the recommendations and send them to DPAC, Dan seconded the motion at 11:49.

#### VI. New Business:

Jinan created the Technology Planning Feedback survey to gather information regarding technology needs and issues from the campus community. Regina motioned to approve Jinan discussing the survey with Hannah Lawler and Mohammad seconded the motion. Motion was unanimous 11:57am.

#### VII. Adjournment:

Dan motioned to adjourn meeting, Tom seconded.

Next Meeting: May 20th, 2016

All meetings are the third Friday of the month unless in bold. 6/10 because 6/17 is a campus closed day.  
5/20. **6/10**