GROSSMONT
COLLEGE

Technology Committee
April 25, 2022
11:00 a.m. – 12:30 p.m.
https://cccconfer.zoom.us/j/95534320424
<mark>MINUTES</mark>

Purpose: The Technology Committee identifies, prioritizes and advocates for the College's technology needs and services. It makes recommendations to the College Council for the strategic direction and implementation of technology priorities. These recommendations address technology policies and procedures, prioritization of technology requests from annual unit plans*, infrastructure requirements for existing programs, and projected needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives established in the Technology Plan, Strategic Plan, Educational Master Plan and other supporting plans (Human Resources, Facilities, etc.). In addition, the Technology Committee maintains currency in relation to technology changes and information from industry, the District and the State Chancellor's Office.

Technology Committee

CO-CHAIRS	ASGC	ADVISORY
☒ Eric Klein, Co-Chair	☐ Sara Laila	☐ Marshall T. Fulbright III
☒ Jessica Owens, Co-Chair	☐ Open	☐ Andy Timm
		☐ Bill McGreevy
		☒ Sang Bai
		☒ John Stephens

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ Nicholas Gekakis	☒ Bryan Lam	☒ Jacob Angelo
☒ Jessica Owens	☒ Pat Murray	☐ Open

EX-OFFICIO	RECORDER	GUESTS
☒ Courtney Williams	☒ Michele Martens	Kerry Kilber-Rebman
☐ Dave Dillon		
☐ Aaron Starck		
☒ Dave Steinmetz		
☒ Carl Fielden		

Routine Business

1. Welcome	Done.
2. Open Comment	None.
3. Additions/Deletions to Agenda	None.
4. Approve Meeting Notes form March and April next meeting.	Pushed.

New Business

5. SIS Upgrade Project	Kerry shared the new District IT website, which can be found at https://www.gcccd.edu/it/index.php. Kerry mentioned one goal is to do a better job of communicating the status of main projects. This site can be found at https://www.gcccd.edu/it/projects/index.php.
	Kerry continued to walk the Tech Committee through the updated IT website and highlighted areas such as the Student Information System Upgrade, Financial Aid Transition, Faculty Self-Service Rosters, and the Mobile Desktop project. All of these projects are available on the IT site.
	Kerry mentioned that the new faculty rosters in self-service went live on April 20 and so far things are running smoothly. If anyone hears about issues with the new process, they can reach out to District IT at SISupgrade@gcccd.edu.
	Kerry shared that the Mobile Desktop project was launched in Chancellor's Cabinet last week and actually came from the Rapid Response Teams that were created in response to the pandemic and our need to work remotely. Jacob asked if the Mobile Desktop project is meant to be a full-scale replacement of Splashtop. Kerry said we will renew Splashtop in June while we fine tune and implement the new Mobile Desktop concurrently.
6. Next Co-chair?	Jessica shared that Bryan Lam agreed to serve as the co-chair beginning in the Fall and the committee approved.
	We are unsure about the length of the co-chair term as many PG committees have requested the co-chair term be extended from 1 year to 2 years.
	Jessica also asked the committee if it would be okay for Jacob Angelo to serve as the Interim Administrative Co-chair since Eric Klein has moved to the District. Once we have a new LTR Dean, the Dean will resume the Administrative Co-chair duties. The committee agreed to this temporary solution.
7. Update on Prioritization Requests	Jessica shared that the Biology laptop request and the CVT ultrasound request moved forward as alternate funding was identified. The two remaining requests, iSpring for ASL and Self-Placement for ESL, are with College Council at this time.

8. Discuss Process for Proposal Presentations	Jessica asked if we should formalize the Technology Proposal presentation process. She mentioned that other committees limit the proposal time to four minutes. The length of time we spent listening to the four proposal presentations greatly exceeded this timeframe and put us behind a bit.
	Nick suggested the time limit be 5 minutes each for presentation and Q&A, with the caveat that the Q&A portion may run long if necessary. Jacob agrees with the 5-minute presentation and suggested the Q&A be 10-minutes. John suggested we consider the fact that we may see more than one department requesting the same technology, so we should consider a time limit per topic. He also suggested that any questions that remain after the Q&A be dealt with via email with a time limit.
	The committee agrees with the 5 minute presentation and 10-minute Q&A.
9. Discuss Current Rubric	The question that comes up frequently is whether or not we should consider funding, but Jessica shared that the answer is consistently no; the tech committee should not take cost into consideration.
	Nick would like to wait until the May meeting to discuss any possible changes so the committee can look over the current rubric. Jessica said the timeline is for 2023, so she suggested we move this discussion to the Fall; the committee agreed.

Follow Up

10. Governance Timeline	Jessica said she will present our changes to College Council this Thursday, but is not aware of the official timeline.

Committee & Monthly Reports

11. Instructional Technology Updates	Jacob shared the hyflex project continues and this campus-wide project will require outside labor. Purchasing will be going out to bid on this soon. This project will probably be completed around Summer 2023.Currently we have 8 fully hyflex capable classrooms.
	Jacob's team is also working on a streaming project for the Athletics department which will allow people to view games remotely.
	The Nursing simulation system is being upgraded as well as a similar system in the Child Development Center.

- **NEXT MEETING: May 23, 2022**