G R O S S M O N T
C O L L E G E

**Technology Committee**
**February 24, 2025**
**11:00 a.m. – 12:30 p.m.**

<span style="color:red">**NOTES**</span>

***Please note***: We strongly prefer that members attend face-to-face, but we do offer a remote option for those who are not able to be present for any particular meeting.

**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 |
|---|---|---|
| ☒ Tate Hurvitz | ☐ Kalia Nakamura | ☐ Agustin Albarran |
| ☒ John Czworkowski | ☒ Sara Markowitz | ☐ VPSS-Adrianne Garay-Lee |
| | | ☐ Sheree Stopper |
| | | ☐ Sang Bai |
| | | ☒ John Stephens |
| | | ☒ Andy Timm |

| ACADEMIC SENATE | CLASSIFIED SENATE | ADMINISTRATORS' ASSOCIATION |
|---|---|---|
| ☒  John Czworkowski | ☒ Lisa Brlas | ☐ Abby Algarin |
| ☒  Leila Parello | ☒ Janet Shipstead | ☐ OPEN |

| EX-OFFICIO | RECORDER | GUESTS |
|---|---|---|
| ☒ Bryan Cooper | ☒ Michele Martens | ☒ Nathan Schaufler |
| ☒ Adelle Roe | | ☐ |
| ☐ OPEN—A & R Director | | |
| ☒ Dave Steinmetz | | |
| ☒ Carl Fielden | | |

<span style="color:red">**AGENDA**</span>

## Routine Business

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| 1. | Welcome | Done with introductions. |
| 2. | Open Comment | None |
| 3. | Additions/Deletions to Agenda | The committee reviewed BPs (Board Policies) that came from the TPPPC (Technology Planning & Policy Council), a district council.<br><br>BP 3720-Computer and Network Use<br>John Stephens suggested the title be changed to "Technology Use" to incorporate all types of technology that can be used and/or misused on our campuses.<br><br><br>BP 6335-Technology Replacement<br>Part 3-procedures to systematically replace tech, may not apply to all tech on each site (CP Tech supported and rolled over like labs and faculty at both colleges and district?)<br><br><br>BP 6450<br>IT does have tokens that John S mentions around 1315. Leila good questions around 1322. See Nate's authenticator question in chat re cell phone policies. |
| 4. | Approve Meeting Notes | Done. |

## New Business

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| 5. Overview of Resource Request Review Process | This semester is AUP season and we have 20+ Tech Requests to get through. Tate reviewed how to access and work on the AUPs via our Technology Committee Canvas shell.<br><br>We will invite AUP requestors to come do a virtual or in-person presentation on March 24; we will extend this particular committee meeting to accommodate all presentations, if necessary. The meeting will be recorded, so those unable to attend can view asynchronously. |

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| 6. Introduce and Discuss ISER Standard III | The committee read through the ISER version of Standard 3.9, the most technology-centric standard in the ACCJC standards.<br><br>Tate noted that the three key words regarding technology in this verbiage are: implements, enhances, and secures. Tate went on to share that while standard 3.9 states that we communicate requirements to our college community, there is some crossover between the college and the district such as "employing effective protocols for network and data security." Moreover, it should be understood that districts do not get accredited, so it is imperative the college and the district work together.<br><br>As the GC Technology Committee, we ensure the college's technology-related strategic plan action items are being implemented and we receive regular updates. With this information, we develop our own action plan for the year and set priorities for the next year.<br><br>After reading through Standard 3.9, the committee shared their suggestions, questions, and insights. One thing our accrediting body may notice is the fact that 3.9 refers to equitable access and we currently do not offer evening tech support for our students and/or staff. However, given we are doing this review for our ISER, we will focus on what we are doing.<br><br>Carl addressed the "accessibility and user support" and asked if "accessibility" refers simply to "availability" or the more inclusive DEIA version of accessibility for all users who may use assistive devices. Tate believes the accessibility moniker refers to both meanings outlined by Carl. Furthermore, Tate would like to see a reference to the Accessibility, Capability, Maturity Model (ACMM) cohort that has been developed to address the latter definition of accessibility.<br><br>Adele pointed out the "Information Security Program" link provided in the document states we go through rigorous guidelines and annual reviews, however the link references an 8-year old document from 2017. Tate noted that the ISER team should reach out to the District's new Director of Information Security, Steven Domingo, for updated documentation.<br><br>The reference to a regular district newsletter was questioned. Tate shared that the District has been sending regular technology update blasts via email for the last few months. This comes from Kerry Kilber-Rebman.<br><br>On a side note, Tate shared that we currently have rollover plans in place for faculty and lab computers. However, classified are not on a rollover schedule as the district has assumed each department is taking care of these. Unfortunately, departments do not receive funding to keep Classified computers up to date. But thanks to Bryan Cooper's suggestion that funding be added to the proposed budget for classified rollovers, Tate will be |

|  | working with the VPAA to implement a classified computer rollover schedule as well.<br><br>**Suggested Action Item:** Reference the new ACMM cohort that is working on better accessibility for all end users.<br>**Suggested Action Item:** Reach out to Steven Domingo for an updated "Information Security Program" document that is more relevant. |
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## Committee & Monthly Reports

| 7. Technology Updates from Other Areas (2 mins) |  |
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| 8. What Will You Report Back to Your Constituent Group? (3 mins) |  |

**WORK AHEAD**
- **Announcements**
- **Preparations for future meeting: Stay tuned.**

**NEXT MEETING: March 24, 2025**