MINUTES
Technology Planning Committee

Tuesday, December 6, 2016
12:50 – 1:50 P.M.
Building 10, Board Room

MEMBERSHIP

☒ Jeff Enz- Administrative Representative (Chair)
☐ Dave Drury - Administrative Representative
☐ Jeff Cantwell – Chair of B.U.G/CMCA Rep.
☐ (Vacant) – Faculty Representative
☐ Mark Duva – Faculty Representative
☒ Xochitl Tirado – DE Coordinator

☒ Adriana Sano - CMCA Representative
☒ Dixie Krimm – Classified Representative
☒ Gabriel Gonzalez – Classified Representative
☐ (Vacant) - ASG Representative
☒ Benjamin Barajas - ASG Representative

Recording Secretary: Angie Gallo

I. **Welcome**

II. **Action Items**

   a. Approval of November 1, 2016 Committee Minutes

       Approved as presented.

   b. Campus-wide tablet management & support – motion

       MSC Tirado/Sano

       Open to reevaluation in the future if the need arises. Approved as presented.

III. **Updates**

   a. OEI Update – Xochitl provided brief overview of OEI. Net tutor for all courses on ground and online for this year. OEI will continue to try and pay after the spring semester.

   b. Canvas Update – there will be training on campus for faculty on Canvas (dates/times to be determined).

IV. **Discussion Items**

V. **ADJOURNMENT**

   Meeting was adjourned at 12:59 pm.

Recommendation: Tablet Management and Support

Reason for Policy:
- The campus has seen a significant increase in the need for tablet devices.
- Standardization on a single platform will allow the Information Technology (IT) department to manage and support the devices more efficiently and effectively.
- Need to have the ability to use other device based on supportable business need.

Motion:
The Technology Planning Committee recommends that the campus standardizes on Windows based tablets. The IT department will manage and support these devices as part of the current computer fleet; however, the purchase and refresh of these devices will be the responsibility of the department/divisions, unless approved by the President's Cabinet.

Based on a 'case by case' basis, the IT department will manage and support, on a limited basis, non-Windows tablets if there is a valid business reason for their use and approval is gained prior to their purchase.