



MINUTES
Technology Planning Committee

Tuesday, May 2, 2016
12:50 – 1:50 P.M.
Building 10, Board Room

MEMBERSHIP

- | | |
|---|--|
| <input checked="" type="checkbox"/> Jeff Enz- Administrative Representative (Chair) | <input type="checkbox"/> Adriana Sano - CMCA Representative |
| <input type="checkbox"/> Dave Drury - Administrative Representative | <input checked="" type="checkbox"/> Dixie Krimm – Classified Representative |
| <input type="checkbox"/> Jeff Cantwell – Chair of B.U.G/CMCA Rep. | <input checked="" type="checkbox"/> Gabriel Gonzalez – Classified Representative |
| <input checked="" type="checkbox"/> Mark Duva – Faculty Representative | <input checked="" type="checkbox"/> (Vacant) - ASG Representative |
| <input checked="" type="checkbox"/> Ralph Marquez – Faculty Representative | <input checked="" type="checkbox"/> Benjamin Barajas - ASG Representative |
| <input checked="" type="checkbox"/> Xochitl Tirado – DE Coordinator | |

GUESTS: James Arthur, Dir. Of Enterprise

Recording Secretary: Angie Gallo

I. Welcome

Jeff mentioned he will be meeting with Dr. Patterson next week to discuss the accreditation report writing for Standard 3C.

II. Action Items

a. Approval of April 4, 2017 committee minutes

Minutes approved as presented.

b. TPC Annual Self Evaluation 2016-2017 – 1st reading

Jeff explained the adjusted approval date for accreditation purposes from fall approval to spring approval (before end of spring semester). Asked committee members to please review. Will be on agenda for final approval next meeting.

c. Information Technology Systems Policies and Procedures Manual – 1st reading

Discussion regarding email communication and PII sharing. Grades should only be shared via Canvas or IVC student email.

Jeff asked the committee to review the document and advise of any policies/procedures that should be reviewed separately (i.e. password reset policy). The rest of the document will go forward as one. Will discuss further at next meeting.

III. Updates

a. OEI Update

Brief update by Xochitl – OEI is accepting courses for review for start fall 2017.

b. Canvas Update

Xochitl stated that the one on one help with faculty is working well. Soon there will be student orientations for Canvas. Xochitl and Jeff met with Dr. Garcia, VP for Student Services, to discuss options to help students with Canvas transition. The discussion will expand to include Dean Zielinski, Dean Johnson and Josue Verduzco from the tutoring center. Would like to have a student orientation available before fall semester but also want to offer a student help desk solution. The main concern at the moment is finding the funding for this need.

Xochitl explained there is difficulty in providing a generic Canvas orientation to students with the problem being faculty set up the courses differently. She can do a brief run through on basics but can't say it will look the same.

ASG rep Benjamin asked if there would be a solution for ASG election voting. ASG previously utilized the option in Blackboard but Canvas doesn't appear to have the same capability. Ben said he previously mentioned it to Omar in I.T. Jeff asked Ben to send a reminder email to IT. For further review.

IV. Discussion Items

V. ADJOURNMENT

Meeting was adjourned at 1:40Pm