San Diego Miramar College
Technology Committee
Tuesday, May 25, 2021 - 3:00 p.m. to 4:00 p.m.
https://cccconfer.zoom.us/j/ 94658876931 Password: 240833
Co-chairs: Daniel Miramontez and Kurt Hill

MINUTES

Members: D. Miramontez, L. Woods, K. Hill, D Mehlhoff, D. Maduli-Williams, R. Marine, G. Choe, B. Wilborn, D. Halttunen, B. Pacheco, G. Magpuri, and T. Williams

Absent: A. Viersen and E. Brown

Call to Order: Called to order at 3:03 p.m. by D. Miramontez.

1. Approval of Agenda. Agenda was moved by G. Magpuri, seconded by B. Wilborn, and carried to approve.

2. Review of Minutes from April 27, 2021. Minutes was moved by B. Wilborn, and seconded by D. Halttunen and was carried to approve.

	*Strategic Goals	Accreditation Standards

New Business:

1. **Technology Needs Survey.**   **I-III, V   III.C.**
Workgroup worked on first general survey that addressed technology needs on campus (vetted through the college's Research Office). Technology Needs Assessment Survey was presented, keeping it as short as possible with five survey questions focusing on campus classrooms. Survey questions and open-ended questions included listing any functionality or technology that we would like to see in the classrooms, type of software used in the preparation and/or administration of courses, as well as survey questions specific for faculty, classified professionals, and students – to reach out to the whole college.   Workgroup will be working with Research Office to apply logic to the survey and reviewing format. Comment was made to ask college about comfort level with using technology, possibly using a Likert Scale. As well, how often technology is used. Suggestion was made (for professional development) to find out what technology supports the college is needing. For student survey, comment was made to ask them what device they are primarily using for their courses (e.g., cell phones, tablets, iPad, etc.). As for the open-ended questions regarding software used in the preparation and/or administration of courses, suggestion was made to make it a close-ended list of software people can check off on. Feedback will be incorporated into the survey and a small pilot will be done over the summer session. Looking to review again at the first technology meeting this fall semester. General consensus was reached empowering workgroup to work on survey during the summer session – refining survey instrument, fine tuning format, and releasing pilot. However, if content does change, suggestion was made to bring this back to the committee in the fall semester for further review.

Old Business:

1. **Tech Plan 3.0.**   **I-III, V   III.C.**
Tech Plan 3.0 has been reviewed by most all of the constituencies. This has been approved from ASG and management, and has had its first reading at Academic Senate. Will move to CEC once both senates has had a chance to review and approve plan. Feedback received was that this has been reduced down significantly from previous iteration, and that it does focus on high-level integrated technology planning. Recommendations from Academic Senate has been incorporated accordingly and will be returned back to Academic Senate for a second reading.

2. **Accreditation Improvement Recommendation #7**   **I-III, V   III.C.**
   Was informed by Executive Vice Chancellor Dowd that the Districtwide Technology Committee will be formed this fall semester (new IT Director is now in place). Infrastructure for the Districtwide Technology Committee has been approved by Chancellor's Cabinet.

Reports/Other:
1. **Website Subcommittee.**   **I-III, V   III.C.**
   This subcommittee is being dissolved.

2. **Informational Items**
   Update was provided regarding the streaming cart from Audiovisual. Testing was done in M-101 and is ready to go for the fall semester. Being discussed currently is a hybrid approach and idea of a High Flex classrooms. Suggestion was made that this would be good professional development opportunity for both the streaming cart training and how to teach High Flex classrooms. Online teaching conference is virtual again this year in June 21-23, 2021. This focuses on community colleges and the technology sponsors, software, and what platforms are being used around the state.

Next Scheduled Meeting: Next scheduled meeting will be in September 2021, pending college's master meeting calendar.

Adjournment: Meeting was adjourned at 3:44 p.m.

***San Diego Miramar College Fall 2020–Spring 2027 Strategic Goals:**
1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
5. **Diversity, Equity, and Inclusion** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community