

San Diego Miramar College

Technology Committee

Tuesday, December 7, 2021 - 3:00 p.m. to 4:00 p.m.
<https://cccconfer.zoom.us/j/99695996972> Password: Tech
Co-chairs: Daniel Miramontez and Kurt Hill

MINUTES

Members: D. Miramontez, L. Woods, K. Hill, D Mehlhoff, B. Wilborn, D. Halttunen, A. Scavone, B. Pacheco, and A. Boyd

Absent: G. Magpuri, A. Viersen, T. Williams, E. Brown, A. Sarowar, and S. Quis

Call to Order: Called to order at 3:02 p.m. by D. Miramontez.

1. Approval of Agenda. Agenda was moved by B. Pacheco, seconded by L. Woods, and carried to approve.
2. Review of Minutes from October 26 and October 28, 2021. Both minutes were moved by L. Woods, and seconded by D. Halttunen, abstained by B. Pacheco. L. Woods' name will be removed from October 28, 2022 as in attendance. Confirmation was made that any committee member can make a motion and second to approve.

*Strategic
Goals

Accreditation
Standards

New Business:

1. **BitLocker Drive Encryption.**

To be discussed next meeting, presented by District IT.

III

III.C.

Old Business:

1. **Technology Needs Survey.**

Technology Needs Survey was launched on December 2, 2021 and will sunset on December 17, 2021. Currently there are 51 responses on the survey. This survey will serve as an important piece of evidence for our college's accreditation.

I-III, V

III.C.

Reports/Other:

1. **Districtwide Technology Committee.**

From last Districtwide Committee meeting, spoke about responsibilities of Administrative Procedures and Board Policies. Discussion also included management of email distribution, passwords, security (authentication), and sign-on process for email by individual campus. Expectation for this committee is the integration/uniformity of instructional technology areas, but is currently a higher-level discussion on what the colleges are going to receive. Discussion with Bit Locker was opened, which is a hard drive encryption. Basically, a laptop's hard drive cannot be used and accessed if it is stolen. However, once Bit Locker is enabled on personal computers or laptop and password is lost or forgotten, data will not be able to be retrieved. Recommendation was made for this to be a requirement on mobile work stations (e.g., Health Services, Counseling).

I-III, V

III.C.

2. **Informational Items**

None.

Next Scheduled Meeting: January 25, 2022 meeting will be cancelled. Next meeting will be February 22, 2022

Adjournment: Meeting was adjourned at 3:33p.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