

San Diego Miramar College Technology Plan

**Three Year Rolling Technology
Plan Fall 2024-Spring 2027**

(Operation Update)

Revision History

The document revision history will track updates/edits and where they are sourced from (e.g., Technology Committee Minutes, 2023-11-21, etc.)

Date	Description	Editor(s)	Origin
1905/1/1	<i>Sample Entry</i>	<i>A. Einstein</i> <i>N. Bohr</i>	<i>Gedankenexperiments</i>
2023-11-28	Draft of new plan started. Initial structure proposed	K. Hill L. E. Munoz	
2023/30/11	Review and edits	L. E. Munoz	

College Mission, Vision, and Goals Statement

San Diego Miramar College has a student-centered integrated planning framework that uses its strategic plan as the overall guide for all campus planning.

Mission Statement

San Diego Miramar College's mission is to prepare students to succeed by providing quality instruction and services in an environment that supports and promotes success, diversity, inclusion, and equity with innovative programs and partnerships to facilitate completion for degrees/certificates, transfer, workforce training, and/or career advancement.

Vision Statement

San Diego Miramar College will be the center of education innovation, and services to support our diverse students and community. San Diego Miramar College, in keeping with this vision, supports and emphasizes the following guiding values:

- Access to learning and support services, for all students to successfully achieve their educational and career goals
- A culture that embraces and promotes equity, inclusion, civility, responsibility, sustainability, from a global perspective
- Diversity, equity, inclusion and success of our students, classified professionals, faculty, administrators, and programs that reflect our community
- Creativity, innovation, flexibility, and excellence in teaching, learning, and services
- The ability to recognize and respond to opportunities and challenges emerging from a complex and dynamic world
- Strategic resource and partnership development to support curriculum and program innovation
- Collaboration and partnerships
- Effective participation in governance with respect and professionalism, through intentional, purposeful, and effective communication embraced by the college community
- Transformative processes that include a culture of evidence, collaborative inquiry, and action for promoting student success

College Strategic Goals

The seven-year strategic plan set five common goals and strategic directions developed within the participatory governance process.

Strategic Goal I: Pathways – Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.

Strategic Goal II: Engagement-Enhance the college experience by providing student-centered programs, curriculum, services, and activities that close achievement gaps, engage students, and remove barriers to their success.

Strategic Goal III: Organizational Health -Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.

Strategic Goal IV: Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships.

Strategic Goal V: Diversity, Equity, and Inclusion (DEI) - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

San Diego Miramar College Fall 2020 -Spring 2027 Strategic Plan

Technology Plan Purpose

The purpose of the San Diego Miramar College Technology Plan is to provide a framework for the college-wide technology support departments, participatory governance committees, and information to personnel regarding the state of campus technology, resources, and current or upcoming technology efforts.

The guiding principles of the plan are as follows:

- Facilitate learning and teaching by providing faculty and classified professionals with information about campus technology
- Be an effective framework for participatory governance when allocating resources for technology
- Be an effective framework for Accreditation standards related to technology (See Appendix A)
- Ensure plans are aligned with the college Strategic Plan and Mission

Collegewide Goals

The goals section will have overall, multi-year goals, along with requirements to accomplish goals.

Security

Manage Faculty/Staff Devices

All District issued faculty, staff, and administrative laptops and desktops are to be managed via MEM (spell out acronym the first time this is referenced).

This will require ongoing training, appropriate technology staffing, and the return of all currently checked-out equipment for regular reconfiguring. A special focus will be on end-user training to minimize difficulties in instruction. (See ACCJC 3.9, security)

Maintain Existing Technology

Having a centralized list with information on the number of devices supported, age, and other details will help in the maintenance and support of campus technology.

Ensure Faculty/Staff Desktops are Fit for Purpose

[This section will define minimum specs for faculty/staff systems, will include district standard system that meets specs, define process for requesting higher-end systems... Provide appendix with standard systems/laptops & prices for estimating purposes]

Ensure Standards & Centralize Technology Purchasing

Software and Hardware purchasing should be centralized with Technology Services to ensure appropriate adherence to standards and increase the ability to recognize potential savings. This will require establishing a clear process in place and additional staffing in technology.

Update Campus Classroom Technology

Since there are classrooms that still have old technology (e.g., VGA connections), these need to be updated. New models need to be considered. For example, the current \$35,000 Technology installation in every classroom may not be supportable or appropriate for current needs. Therefore, efforts are needed to investigate and gather data on future needs. The campus teeters on a funding precipice over the next two years (reference needed), more economical approaches are critical. Consideration should be given to more cost-effective standards for most classrooms, with each building having one or two higher-end classrooms which can be shared when needed.

This will require the following:

- Working closely with faculty on the design of several classroom models,
- Management and faculty to ensure that rooms are scheduled appropriately
- Flexibility (e.g., should a high-end classroom be scheduled for a class for the entire semester, or should faculty/deans work together to utilize the room in a rotation?) (See ACCJC Standard 3.4, 3.6, 3.7, 3.9)

Implement Regular Technology Surveys

[Define type & scope of regular surveys. Surveys to be handled through Dean IE's office. Some surveys to consider:

- Faculty/staff technology satisfaction
- Classroom technology satisfaction

- Technology needs

Surveys may need to drill down to specific areas based on results?]

Professional Development

This is two-fold: training for end-users can often be provided internally, but technology staff needs access to regular external training (See ACCJC Standard 3.2, professional learning). Importantly, these endeavors need more robust funding.

Data Advocacy

Right now, our campus does not have access to District sources such as...Therefore, we need better, easier access to campus data from District sources. [Expand on why live data is important]

Collegewide Access to Technology Resources & Information

Inventory of what technology is available, where it is housed, and how regularly it is used can help inform planning and future purchasing decisions.

Information, Procedures & Processes

This section is informational and reflective of current processes, not necessarily reflective of future goals. This section is likely to be the most fluid – changing semi-regularly.

How to order technology equipment (updating and editing needed)

What Technology is available and where?

Where are devices housed?

What are the methods of cataloging inventory?

What are the District Technology Standards, and when is it appropriate to go outside the standards?

How to get access to update web site?

How to request funding outside of departmental budgets?

Training (web videos, on request, etc.)

Technology Committee Role in BRDS/RFF process

NOTES:

Technology Plan 2024-2025

Draft Structure

Revision Log

College Mission, Vision & Strategic Goals Statements (for reference)

NOTE: The Technology Plan should be PRIMARILY a web page. It should be developed web-first. A printed version can be created from the web page.

Structure Notes

Need Campus technology goals section.

Example

Goal: have new/updated technology standards in place

Description...

Goal: Technology Services informational website

Description...

Goal: ...

Description...

Procedures/Processes section

Describe standard procedures & processes. This should be mirrored on TS webpage

Other notes:

Be more specific under implementing technology surveys and the types of surveys that can be created to collect data

Somewhere in the Information, Procedures, Data section, we need to reference something to the effect of the methods of cataloging inventory, where devices are housed, availability...

Data Advocacy: (I would elaborate on this and what we could achieve with this information).