

**San Diego Miramar College
Technology Committee
Tuesday, February 26, 2019 - 3:00 p.m. to 4:00 p.m., Rm. L-108
Co-chairs: Daniel Miramontez and Kurt Hill**

MINUTES

Members: D. Miramontez, L. Woods, K. Hill, K. Reinstein, D. Halttunen, D. Mehlhoff, G. Magpuri, and B. Pacheco*, and M. Peleti (proxy for R. Marine*).

Absent: G. Choe, O. Lazaro, T. Williams, B. Wilborn
**Membership clarification*

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

1. Approval of Agenda. The agenda, was moved by G. Magpuri, and seconded by K. Reinstein and carried to approve the agenda of February 26, 2019.
2. Review of Minutes from October 28, 2018. The minutes for October 28, 2018 was moved by G. Magpuri and seconded by K. Reinstein and carried to approve.

<u>*Strategic Goals</u>	<u>Accreditation Standards</u>
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New Business:

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| <ol style="list-style-type: none"> 1. <u>Technology Committee Review.</u>
Governance Evaluation 2019. In fall 2018, College Governance Committee (CGC) has reached out to all committee co-chairs and would like to visit all the committees. CGC is currently formulating a plan on how to visit committees – establishing criteria and therefore will not be visiting committees at this time. According to the Collegiality in Action visits, they are taking over efforts by examining the current governance structure and to streamline the decision-making processes. This will be an ongoing agenda item. Chancellor will be sending out a message, as well an evaluation via a survey. | II.2, II.4 | I.B., III.C, IV.A. |
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Old Business:

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| <ol style="list-style-type: none"> 1. <u>Technology Committee Goals and Membership Change Form Update.</u>
Updates included creating an official District IT seat in Technology Committee, as well as cosmetic changes and formatting. Job titles were updated. And removing the term operational which conflates operations with the decision making process. As of today, committee operates with this updated charter. Invitation will be sent to District IT to officially appoint someone to serve on this committee. Changes were approved by CEC and will go to CGC to include in the college’s handbook. | II.2, II.4 | III.C. |
| <ol style="list-style-type: none"> 2. <u>Accreditation Improvement Recommendation #7 Districtwide Technology Committee and Plan.</u>
There is no updates from the District Office. | II.2, II.4 | III.C. |
| <ol style="list-style-type: none"> 3. <u>Technology Committee Recommendations.</u>
Regarding building an infrastructure for data accessibility and bring-your-own-device (for faculty and students). Recommendation was approved at CEC and will be forwarded to the District Office. Comment was made that there is a need for real-time data, not downloaded data that is outdated. It is recognized that there is a need to control the data to make sure it isn’t used inappropriately. | II.2, II.4 | III.C. |
| <ol style="list-style-type: none"> 4. <u>Tech Plan 2.2 Update.</u>
This is a three-year rolling plan. First was an upgrade, next two years are updates, which is now due for an update. By next year will be Tech Plan 3.0. The goal of Tech Plan 3.0 it to make sure technology is caught up with changes. Because this plan will be coming to a close, there will be a summary on what occurred in the last three-years. As | II.2 | III.C. |

well, an overall summary of trends occurring at the state level regarding technology (i.e., Guided Pathways, Vision for Success, Student Funding Formula, etc.). This will serve as an environmental scan that will close out Tech Plan 2.0 series. Comment was made that this Technology Plan is a departmental program review summary and there is not another department that places their program review in a plan as part of the participatory governance process. This is due to the departments identified in this plan, which serve the entire campus, and most other department do not. If this this is a comprehensive technology plan for the campus, this means that this should not be siloed planning regarding the departments, and not as an institution. Major flaw in this plan is that there is not a Districtwide Technology Plan. Until this is available, the next best thing is what can be controlled at our campus – a proxy in the form of departments with universal themes that serve the college. It is encouraged to use Technology Plan 2.2 as a means to address big picture, (an update) to have the conversation that will lead to the development of Tech Plan 3.0. Timeline for Tech Plan 3.0 will be to finalize by the end of fall 2019 and send to governance in spring 2020. This will lead to the next three-year plan. Update will be due March 19, 2019 to review the first draft (no constituency approval needed). Recommendation was made to remove antiquated data.

5. Technology Committee Goals and Membership Change

II.2, II.4

III.C.

Form Update.

Tabled.

Reports/Other:

1. Website Subcommittee.

II.2.

III.C.

Strong Workforce has identified funding which is geared toward remodeling/upgrade the website – to make it more interactive for students.

2. Informational Items

1-4

Further discussion is needed to continue dialogue in regards to technology and Guided Pathways. Suggestion was made to reach out to Region X members to gather information.

Next Scheduled Meeting: Next meeting will be held on March 19, 2019.

Adjournment: Meeting was adjourned at 12:11 p.m.

****San Diego Miramar College Fall 2013–Spring 2020 Strategic Goals:***

- 1. Provide educational programs and services that are responsive to change and support student learning and success.*
- 2. Deliver educational programs and services in formats and at locations that meet student needs.*
- 3. Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.*
- 4. Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.*