

**San Diego Miramar College**  
**Technology Committee**  
**Tuesday, February 25, 2020 - 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, G. Magpuri, B. Pacheco, D. Maduli-Williams, T. Williams, and B. Wilborn

**Absent:** D. Halttunen, G. Choe, D. Mehlhoff, R. Marine, A. Viersen, B. Wilborn, and E. Brown

**Call to Order:** Called to order at 3:14 p.m. by D. Miramontez.

1. Approval of Agenda. Agenda was moved by G. Magpuri, seconded by B. Wilburn, and carried to approve.
2. Review of Minutes from October 24, 2019. Minutes was moved by D. Maduli-Williams, and seconded by G. Magpuri, and was carried to approve.

\*Strategic Goals

Accreditation Standards

**New Business:**

1. None.

**Old Business:**

1. **Tech Plan 3.0.**

Reminder was made to the committee that the overarching strategic goals connects strategic planning with technology planning - this is a higher-level connection from the college to the District. Currently, PIEC is reviewing Strategic Plan, which will sunset in Spring 2020. New proposed/informed college goals are going through governance process for vetting and approval. Proposed Strategic Goals was presented to Technology Committee accordingly:

**II.2**

**III.C.**

**SDMC Proposed Strategic Goals**  
**Fall 2020-Spring 2027**

- 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 Building and Sustainability**-Cultivate a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships

There are several moving parts to Strategic Plan, but this will be finalized by the end of this semester, leading to strategic directions and key performance indicators.

Proposed Technology Goals was reviewed by the Technology Workgroup and findings were presented to the committee. Reviewed goals were discussed and updated accordingly:

**Proposed Technology Goals**

Professional Development:

- Improve quality and quantity of technology training at Miramar College/Implement cycle of continuous professional development in technology:
  - Onboarding training
  - Self-developed online videos
  - Flex sessions
  - Ensure technical experts are also routinely provided more advanced training (e.g. ProDev money)
  - Involve end-users in training cycle (outreach); bi-lateral outreach between departments and committees; needs assessments
  - Expand scope of trainers? Ask faculty if they have technology training topics? Invite/encourage faculty and staff to provide training as well. Bring in outside experts if possible

Data Advocacy:

- Work with District to increase access to real-time data vs. archived (past semester) datasets for all end-users.

Integrated Technology Support:

- Better support for student/faculty “BYOD”
- Review with District feasibility/security issues around BYOD
- Office 365 Implementation

Resource Development/Sustainability: Technology committee to provide technology feasibility/sustainability guidance to BRDS prior to RFF cycle

- E.g., review prior year implementations and report impact on staff/budget
- Suggestions for ways to increase funding

There was a robust discussion in regards to data advocacy with more input to be solicited from committee members. Recommendation was made to word format the term “BYOD”. This will require conversations between campus and District IT support. As well, suggestion was made for a forum on technology related issue and to develop Key Performance Indicators (KPIs) for proposed technology goals. It was mentioned that the Technology Committee’s role is to help facilitate access to data, thinking beyond what the institutional needs to what the student actually needs. Proposed Technology Committee goals will be sent for committee input, with feedback due by Thursday of next week. Tech Plan 2.2 format and structure will be retained, but will include overarching new goals with new information discussed in this meeting. Once finalized, Tech Plan 3.0 will be forward through governance vetting and approval process. Caution was made on cross-walking what is considered departmental versus operational within this plan in regards to the college’s governance structure. Recommendation was made that each technology department stated in this plan review and extract what is operational and what is process-oriented in college governance and rewrite accordingly. Findings will be brought back to the Technology Committee.

**2. Accreditation Improvement Recommendation #7 Districtwide Technology Committee and Plan.**

II.2, II.4

III.C.

Tabled.

**Reports/Other:**

**1. Website Subcommittee.**

II.2.

III.C.

Tabled.

**2. Informational Items**

1-4

None.

**Next Scheduled Meeting:** Next meeting will be held on March 24, 2020.

**Adjournment:** Meeting was adjourned at 4:13 p.m.

DRAFT

***\*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.*