



**Technology Committee**  
**October 24, 2023**  
**11:00 a.m. – 12:30 p.m.**

**Purpose:** The Technology Committee identifies, prioritizes and advocates for the College's technology needs and services. It makes recommendations to the College Council for the strategic direction and implementation of technology priorities. These recommendations address technology policies and procedures, prioritization of technology requests from annual unit plans\*, infrastructure requirements for existing programs, and projected needs of the college for the future. The committee will ensure that its recommendations are consistent with the objectives established in the Technology Plan, Strategic Plan, Educational Master Plan and other supporting plans (Human Resources, Facilities, etc.). In addition, the Technology Committee maintains currency in relation to technology changes and information from industry, the District and the State Chancellor's Office.

### Technology Committee

CO-CHAIRS	ASGC	ADVISORY
<input checked="" type="checkbox"/> Tate Hurvitz	<input type="checkbox"/> Sara Laila	<input type="checkbox"/> Marshall T. Fulbright III
<input checked="" type="checkbox"/> Bryan Lam	<input type="checkbox"/> Open	<input checked="" type="checkbox"/> Andy Timm
		<input type="checkbox"/> VPAS-Open
		<input checked="" type="checkbox"/> Sang Bai
		<input checked="" type="checkbox"/> John Stephens

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Nicholas Gekakis	<input checked="" type="checkbox"/> Bryan Lam	<input type="checkbox"/> Jacob Angelo
<input checked="" type="checkbox"/> Jessica Owens	<input checked="" type="checkbox"/> Kelly Jackson	<input checked="" type="checkbox"/> Denise Robertson

EX-OFFICIO	RECORDER	GUESTS
<input checked="" type="checkbox"/> Courtney Williams	<input checked="" type="checkbox"/> Michele Martens	
<input checked="" type="checkbox"/> Dave Dillon		
<input type="checkbox"/> Aaron Starck		
<input checked="" type="checkbox"/> Dave Steinmetz		
<input type="checkbox"/> Carl Fielden		

## **Notes**

### **Routine Business**

1. Welcome	Done.
2. Open Comment	None.
3. Additions/Deletions to Agenda	None.
4. Approve Meeting Notes of September 26, 2022	Done.

### **New Business**

5. Discuss Technology Summit Summary Document (9/23/22) (10 mins)

Tate displayed the “GCCCD Tech Summary” document that was developed after the Summit on September 23. Tate focused on the two-page summary portion. This document can be found on the Technology Committee Canvas shell here:  
<https://gcccd.instructure.com/courses/48602/files/7545715?wrap=1>

Some suggestions for the “GCCCD Tech Summary” document include more in-depth definitions for the ideas found on the “Guiding Principles.” It was also suggested that a note be included that tells readers that the guiding principles outlined are in no particular order of import.

Bryan mentioned that the “Goals” portion the Tech Summit Summary harken back to GC’s previous Strategic Plan. Both include the tenets of Outreach, Engagement, Retention, and Institutional Capacity.

Tate displayed Grossmont’s 2022-2028 strategic goals and these updated goals include Educational Excellence, Completion Culture, Innovation and Effectiveness, Operational Excellence, and Community Collaboration. Tate went on to share that one tenet found in the college’s new strategic goals, community collaboration, was not covered at the recent GCCCD Technology Summit. Perhaps we, the GC Technology Committee, should consider including how technology, and our technology plan in particular, might help us achieve more “community collaboration” as a college.

Nick asked Tate to elaborate on how our Technology Plan might help with the community collaboration strategic goal. Tate said we simply don’t know yet. It will be up to this committee to decide as we continue to work on our new Technology Plan.

<p>6. Discuss Work team bullet points on Technology Plan Template (30 mins)</p>	<p>Tate mentioned that each team had been assigned a specific area of the Technology Plan rough draft and they were asked to add bullet points related to their assigned area. Bryan and Tate moved every team's input onto one sheet, and Tate shared this sheet. The groups then shared their thoughts behind their bullet points.</p> <p>Discussion around the "Technology Definition" portion of the document ensued. A discussion around the difference between "technology" and "technology infrastructure" began. John shared his definition of technology infrastructure, which includes any information related to communication such as data, voice, video, etc. is considered technology infrastructure. Tate would like to capture a detailed definition of tech infrastructure as we move forward.</p> <p>Kelly would also like us to clearly define what "resources" means. Many immediately think of people and funding when resources are mentioned, but as far as technology is concerned, "resources" may include much more.</p> <p>Kelly went on to share that her team worked on "Goals." She mentioned that Aaron was the author of the bullet points under goals and Kelly felt he captured these goals well. Tate said that we need to decide how deep we want to go into desired outcomes related to our goals. If we go too far into the weeds on goals/outcomes, this could become unwieldy.</p> <p>This summary document is also available on the Technology Committee Canvas shell.</p>
<p>7. Simplicity and Nimbus (a tale of two taskforces) (10 minutes)</p>	<p>Tate shared the history of this "journey" of two scheduling software request. A request to purchase the Simplicity software went to Cuyamaca's Technology Committee made who then made a recommendation that this software should be purchased. The District agreed this should move forward.</p> <p>Simultaneously, the GC Tutoring program decided to upgrade their scheduling software with Nimbus. Unfortunately, this request did not come to GC's Technology Committee as this was simply a request to swap one piece of software for another as an off-cycle request. Once the Nimbus request went to District IT, it became apparent that there were two requests for similar scheduling software from both colleges and it was clear both colleges should come together and see if one software program will work for both.</p> <p>This issue has made it obvious that we need to develop clear processes for requesting any/all new technology.</p>

8. Homework (10 mins)	<p>The next step in developing our updated Technology Plan is to put actual sentences together as we begin the “drafty-draft” portion of our work. Tate mentioned that there are several samples of other colleges’ Technology Plans available on the Canvas shell and we should keep these resources in mind.</p> <p>Tate went on to share the Canvas page where the committee will find this month’s homework assignment. Again, the homework is divided into four teams and each team will find helpful resources on their assignment page.</p>
9. Review Our Timeline (5 mins)	<p>Our November meeting will be comprised mostly of Technology Requests, including presentations, but we need to continue working on our updated Tech Plan.</p> <p>Between our November and February meetings Bryan and Tate will continue to work behind the scenes compiling each team’s homework into the draft of the updated Tech Plan.</p>

### **Committee & Monthly Reports**

10. Instructional Technology Updates (2 mins)	John shared that the GC IT team is pushing out the last round of software updates, including Windows 11.
11. Technology Updates from Other Areas (3 mins)	There are no other reports, but District IT will begin sharing monthly written updates with our committee.
12. What Will You Report Back to Your Constituent Group? (10 mins)	Not addressed.

#### **WORK AHEAD**

- **Announcements**
- **Preparations for future meeting:**

**NEXT MEETING: November 28, 2022**