Tech Council Business		● Any additions to today's agenda? (1 min) 　○ Membership: We introduced the new ASLCC representatives Shana Santry-Weiland and Ama Wayne 　○ *Recorder?* Carl volunteered to continue ● Vote on Technology Council meeting structure for next year (one all members meeting and one workgroup/subcommittee meeting monthly vs. bi-monthly meeting for all members) (1 min) 　○ Peter advocated for meeting twice a month, Shana agreed 　○ Mira was open to trying twice a moth 　○ Tony preferred once/month but would be flexible 　○ Peter suggested we wait to make a decision when there are more people present from the committee. 　○ Peter moved that we have the next meeting two weeks from now to consider the meeting frequency, and Rodger seconded. **Unanimously approved.** ● Approve Minutes for June 6, 2018 (6 min) 　○ Tony moved to approve, Mira seconded. **Unanimously approved.**
General Business **Attending:** **Guests:** **Recorder: Carl** **Quorum (8):** **Linda, Peter, Rodger, Tony, Shana, Ama, Carl, Mira**		**Planned Topics:** ● Updates on work started last year: 　○ Instructional Technology Plan - any additional news/updates? Shall we continue this work? 　　■ Ian was not present, so we will talk about it next time. 　○ Digital Signage Guidelines 　　■ Subcommittee (Kyle, Ian, Tony and Alen) - any updates? Shall we continue this work? 　　　● Tony: nothing to report 　　　● Kyle suggested that we establish these guidelines but outside the purview of Tech Council. There was discussion about whether TC should review these guidelines. 　　　● Peter moved to table this discussion, Shana seconded. **Unanimously approved.** 　○ Survey Development update: (Carl & Ian) 　　■ *(We decided to roll out the survey (1) fall in-service for employees, (2) early- to mid-fall for students, (3) spring for everyone) - where do we stand?*

- - - Carl and Ian will review the survey and re-present it a he next meeting, and then then Committee should decide date of implementation
  - Policy Review Subcommittee Update (Anne, Carl, and Kyle) - shall we continue this sub-committee this year? Same Team?
    - Accessible Purchasing of IT policy/procedure - was this sent to College Council?
      - Kyle said it hasn't gone to College Council yet
      - Subcommittee has not reviewed other policies since
- Discuss Technology Council Role in Information Technology Planning
  - Advisory Council on Technology Plan
    - Barbara showed the "2017-2018 TC Annual Plan as of May 1, 2018"
    - Barbara reviewed the Tech Council Charter with the group
    - Group consensus was that we continue the work that we are doing with the most-recent plan
  - Data input via surveys, etc.
    - We will be reviewing the survey (as mentioned earlier) and possibly use the survey to build a future technology plan
    - We walked through the entire digital survey (https://docs.google.com/forms/d/e/1FAIpQLSdL7ooY_y6QgBZYnsv46hukBH1rIXIUnmt0K6g_VgdRRL8wuQ/viewform) and Tony suggested a question about how they feel about digital course material access before classes begn
    - Shana asked if it would be provided non-electronically, and Carl said it would also be provided in paper format
  - Annual Plan
  - Moorpark College Strategic Technology Plan - A possible template for modeling our own technology plan
    - Barb said we could look through the Moorpark Plan, but we should wait for Bill to attend to discuss it further.

		○ Outage Window Notifications: *6-10 pm on Fridays, update college community on a week-by-week basis, we should track the number and duration of outages (include as part of strategic plan for next year)* *Strategic Plan* ○ *Discussion -* - Anything Else? ○ Kyle said that there might be a Chair/vice-chair meeting in two weeks, which would mean that there could not be a Tech Council meeting at the same time ○ Tony suggested that we talk about a mobile app at the next meeting ○ Kyle suggested that we identify IT division priorities for the year--concerned that the Moorpark Plan is too operational and too-detailed
Resources		**Tech Council Charter** **Tech Council Work plan 2017** **Tech Council Work plan 2018** **Tactical Initiatives - Technology Plan 2016-17** **Annual Plan Mapped to Core Themes and Strategic Directions 2016-2017** **Annual Plan Mapped to Core Themes Report 2017-2018** **Five Year Plan** **Five Year Plan Graphic**
New Business:		
Future Topics:		- Future Topics ○ LCC Mobile App (Tony)
Meeting Schedule (3pm - 4:30pm)		<table><tr><td>~~October 3, 2018~~</td><td>October 17, 2018</td><td>October 31, 2018</td><td>November 14, 2018</td></tr><tr><td>November 28, 2018</td><td>December 12, 2018</td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table>

Membership for 2018 - 2019:		- CIO for Information Technology (1) – Bill Schuetz (co-chair) - Division Dean of Academic Technology (1) – Ian Coronado - Classified (3) – Rodger Gamblin, Denise Brinkman and Mira Mason-Reader - Faculty (2) – Peter Lerner and Anne McGrail - Managers (2) – Tony Sanjume, Carl Yeh - Students (2) – Shana Santry-Weiland, Ama Wayne - Additional members by position (0-4) – Linda Schantol, Kyle Schmidt, and Barbara Barlow Powers (chair) - Recorder: