

<p>Tech Council Business</p>	<ul style="list-style-type: none"> ● Any additions to today's agenda? (1 min) ● Membership for this year (2 min) <ul style="list-style-type: none"> ○ Kevin: Member by Position or Faculty Position? ○ Membership Vacancies to work out: Classified (1), Faculty (1 - if not Kevin), and Student (1) ● Approve Minutes for 11/15/2017 (5 min) ● December 20 meeting - shall we hold the meeting or cancel? (Bill and Barb are both out on that day) ● Learning Council's Learning Plan Conversation Kit <ul style="list-style-type: none"> ○ Upcoming campus-wide conversations <ul style="list-style-type: none"> ■ Location: Building 4, Room 106 ■ Dates/Times: <ul style="list-style-type: none"> ● Jan. 30 from 1pm to 2pm ● Jan 31 from 11am to noon ● Feb 2 from 9am to 10am ● Future Visit with Jennifer Hayward - to discuss Lane's master planning process and gather our feedback <ul style="list-style-type: none"> ○ Scheduled for January 17
<p>General Business Attending: Guests: Recorder: Quorum (7):</p>	<p>Planned Topics:</p> <ul style="list-style-type: none"> ● Quick updates on projects discussed last year: <ul style="list-style-type: none"> ○ Employee Communications Policy Update/Finalization (1 min) <ul style="list-style-type: none"> ■ Final Review/Approval from College Council? ○ Student Communications Policy - final sign-off? (1 min) ○ Records Management & Archiving - (5 min) <ul style="list-style-type: none"> ■ Any updates (Ian - D.A.M. Project and/or updates from Kristin Gustafson)? ○ Digital Signage Guidelines - (5 min) <ul style="list-style-type: none"> ■ Subcommittee (Kyle, Ian, Tony and Alen) - Update? ○ Workplan for 2017-2018 - (40 mins) <ul style="list-style-type: none"> ■ Use Tech Council Charter as a basis for our workplan each year ■ Questions to answer: Does it make sense and are the assignments correct on our workplan? ○ Survey Development update (Carl & Ian) (10 min) <ul style="list-style-type: none"> ■ Review of updated survey ■ Do annual IR and IT satisfaction surveys: ask for strengths and opportunities for improvement: What is working, what is not working? ○ Student Email Directory Update (5 min)

	<ul style="list-style-type: none"> ○ Any other updates? (5 min) ● New Business <ul style="list-style-type: none"> ○ College ID Card - Update? ○ College-wide Email System 																				
Future Topics:	<ul style="list-style-type: none"> ● Future Topics <ul style="list-style-type: none"> ○ Learning Council's Learning Plan 																				
Resources	<p>Resources:</p> <p>Tech Council Charter</p> <p>Tech Council Work plan 2017</p> <p>Tech Council Work plan 2018</p> <p>Tactical Initiatives - Technology Plan 2016-17</p> <p>Annual Plan Mapped to Core Themes and Strategic Directions 2016-2017</p> <p>Five Year Plan</p> <p>Five Year Plan Graphic</p>																				
Meeting Schedule (3pm - 4:30pm)	<table border="1"> <tr> <td>October 4, 2017</td> <td>October 18, 2017</td> <td>November 1, 2017</td> <td>November 15, 2017</td> </tr> <tr> <td>December 6, 2017</td> <td>December 20, 2017</td> <td>January 3, 2018</td> <td>January 17, 2018</td> </tr> <tr> <td>February 7, 2018</td> <td>February 21, 2018</td> <td>March 7, 2018</td> <td>March 21, 2018</td> </tr> <tr> <td>April 4, 2018</td> <td>April 18, 2018</td> <td>May 2, 2018</td> <td>May 16, 2018</td> </tr> <tr> <td>June 6, 2018</td> <td>June 20, 2018</td> <td style="background-color: #808080;"></td> <td style="background-color: #808080;"></td> </tr> </table>	October 4, 2017	October 18, 2017	November 1, 2017	November 15, 2017	December 6, 2017	December 20, 2017	January 3, 2018	January 17, 2018	February 7, 2018	February 21, 2018	March 7, 2018	March 21, 2018	April 4, 2018	April 18, 2018	May 2, 2018	May 16, 2018	June 6, 2018	June 20, 2018		
October 4, 2017	October 18, 2017	November 1, 2017	November 15, 2017																		
December 6, 2017	December 20, 2017	January 3, 2018	January 17, 2018																		
February 7, 2018	February 21, 2018	March 7, 2018	March 21, 2018																		
April 4, 2018	April 18, 2018	May 2, 2018	May 16, 2018																		
June 6, 2018	June 20, 2018																				
Membership for 2016 - 2017:	<ul style="list-style-type: none"> ● CIO for Information Technology (1) – Bill Schuetz (co-chair) ● Division Dean of Academic Technology (1) – Ian Coronado ● Classified (3) – Rodger Gamblin, Denise Brinkman and vacant (1) ● Faculty (2) – John Thompson and vacant (1) ● Managers (2) – Tony Sanjume, Carl Yeh ● Students (2) – Vacant (1) Will Schuh ● Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers (chair) ● Recorder: Leanne Guthrie 																				