

<p>Tech Council Business</p>	<ul style="list-style-type: none"> ● Seek approval for Meeting Minutes for Mar 2nd, 2016 meeting <ul style="list-style-type: none"> ○ Minutes for March 2, 2016 were reviewed and approved. ● Any additions to today's agenda? Request to vote on extending our meeting time. <ul style="list-style-type: none"> ○ Robin looked at the poll. The majority voted for extending the meeting time from 3:00 - 4:30. A vote was taken and approved. Leanne asked if room 02/214 was adequate for next year, consensus was yes. Leanne will schedule. ● State Archives Visit - see your email ● Information: Joseph Colton is working on ways to make Student Evaluations more compatible with Smartphones - Kyle reported that there are still pieces of this that need to be completed.
<p>General Business</p>	<p>Resources: <u>Tech Council Work plan 2016</u> <u>Tactical Initiatives - Technology Plan 2016-17</u></p> <p>Planned Topics:</p> <ul style="list-style-type: none"> ● Emerging Strategic Directions Discussion with the IEC <ul style="list-style-type: none"> ○ Jen and Deborah will be sharing the draft of the emerging strategic directions that have been developed in support of the Core Themes. ○ The Strategic directions are where the college will focus their energy over the next 5 years to achieve our Core Theme objectives. ○ We will be developing very specific actionable goals at a high level for each of the strategic directions and also outcomes and performance measures. ○ The work will be lead by a sub committee College Council and the Institutional effectiveness Committee. ○ We want to make sure that we have the best strategic directions possible to guide our work over the next 5 years and that all our planning efforts are aligned. ○ Whatever comes out of the strategic plan will guide both our department level planning and program review. ○ The draft will go the the College Council in May and to the Board in July. ● These are the Strategic Directions that has emerged <ul style="list-style-type: none"> ○ Commitment to Student Learning and Success ○ A Culture of Learning, Assessment and Innovation ○ A Diverse and Culturally Inclusive College ○ Community Responsiveness ○ Financial and Environmental Sustainability

- In what ways do these Strategic Directions align with your work?
 - There are a number of ways the work of Tech Council dose can be aligned with the directions.
 - There are 3 areas that the OER's fit into.
- What would you add to this list of Strategic Directions? What might be missing?
 - Customer Service component needs to be more specific
 - The Student experience is tough, which goes back to the overworked, underpaid people that work here. Staffing is a problem.
 - When we get more concrete on our actionable goals then we will be able to pinpoint where we really need to focus our energy.
 - We had a consultant come and give us an objective look at the student experience.
 - In conversation with the enrollment management group, progress is being made to talk about customer service.
 - Jen asked that we take a look at our Technology Plan and the high level goals and important things we have identified to see how they connect with the Strategic Directions.
 - If there is new technology coming up, how can we respond to that need without spending a year and a half going through curriculum committee?
 - Moving forward the meeting with be next Wed 4/27/16 and then the web site will be updated as we get the emerging goals. There will be another opportunity for feedback.
- Denise stated that over the last several years the college has seemed to developed a culture that only gives credit to things (achievements) that have been done great and we never talk about or give consideration to the things (failures) we do badly and how to take the steps to fix them. We are not allowed to talk about what we have done badly. We have to stop being afraid to admit our mistakes. If we don't talk about the problems openly at high and low levels to really get to the crux of the issues we will never solve anything.
- Jen responded..this is why we are building actionable goals and performance measures. So when we report on this we will be able to now know if it is making a difference. With the new annual process that we are asking the dept ments to do, we ask them what is working well and what isn't? What changes do we need to make. We are trying to create the plan to support looking at what is great and what is not working so we can start moving and improving.

- Barbara suggested that it might be worthwhile to have a strategic direction under, A culture of Learning, Assessment and Innovation, to comment on our goal of actually evaluating the good and bad.
- **Review and vote on the 10 suggestions for more efficient and effective Tech Council meetings**
 - Kyle voice a concern about a number of these suggestions and would like to entertain the idea of following Robert's Rules of order. Which the governance manual says we are suppose to anyway.
 - Robin believes there is some flexibility in using Robert's Rules.
 - There was more discussion on whether or not we needed a set of stringent rules.
 - Barb clarified that it sounded like we needed to set a set of guideline outside of Robert's Rules all over one incident. Wouldn't it be better just to have a general set of guidelines. Do we have a reasonable process for things?
 - More discussion on these suggestions, group decided on 3 options
 - Hold off on all of it review then vote at our next meeting.
 - Approve the first suggest and refer to Robert's Rules of order when in doubt.
 - Vote on the first on suggestions and then review and vote at our next meeting on the rest.
 - A vote was taken and the group **approved** the first item of having the agenda come out 48 hrs in advance.
 - **The 10 Suggestions**
 - Agenda should be sent out 48 hours in advance with a request for additional items (APPROVED)
 - If the Agenda is not sent out at least 24 hours in advance we cancel the meeting
 - The agenda should be approved at the beginning of the meeting, if any changes need to be made they should be agreed upon by the council at this time
 - Each agenda item should have a discussion time associated with it. If we need to go beyond that time, we should all agree to do so, or move on to the next agenda item.
 - At the end of each meeting we should build at least a basic outline of the agenda for our next meeting, perhaps by looking at our work plan as well as items suggested by council members

	<ul style="list-style-type: none"> ○ The chair should make an effort to ensure that everyone that wishes to speak has a chance to voice their opinion on an item ○ People should be able to speak without interruption, as long as they are not dominating the conversation and taking time from others. ○ Sometimes, it is ok to have two members with differing perspectives engage in healthy debate, rather than forcing everyone to take turns, as the back and forth exchange can be rich with information and can help clarify one's thoughts. ○ The meeting time should be honored, unless the council agrees to extend a discussion. ○ Votes or other appropriate decisions should be made at the end of each agenda item so that we all agree as to where each item stands. For consensus voting thumbs, up, down, or sideways works great ● Any workgroup reports (10 min) ● Security policy feedback Data Security Policy (10 minutes) ● Make agenda for next time (10 minutes)
<p>Future Topics:</p>	<ul style="list-style-type: none"> ● Review Student Communications Policy (10 min) ● Review Employee Communications Policy (10 min) <ul style="list-style-type: none"> ○ Does the policy make it clear why we have this policy? - should mention FERPA specifically in the precise area it applies only ○ Finalize wording and agree to push it to College Council ○ clarify whether the state has a professional activities exemption from personal gain. Tony will do this. ○ add “who can use the account” warning to the policy ● Report back on OER subcommittee: (Ian, Tony, Linda) (5 min) <ul style="list-style-type: none"> ○ Goal: Getting the OER indicator on classes that use OERs <ul style="list-style-type: none"> ■ Who will Identify which CRNs are using OERs? How? ■ Who will get the information into Banner? When? ■ When will this be completed? ■ How will students be able to identify OER courses? ■ How will we get the word out to students? ○ what can students do to help? ● Next steps on GroupWise Email Survey - update on results to date (5 min) <ul style="list-style-type: none"> ○ Any feedback from Jim Salt and/or Bob Baldwin?

Meeting Schedule (3pm - 4pm) 1/27/16 - 03/216 2/10/16 - 03/216 2/24/16 - 02/128 3/02/16 - 02/214 3/16/16 - 02/214 4/06/16 - 02/214 4/20/16 - 02/214 5/04/16 - 02/214 5/18/16 - 02/214 6/01/16 - 02/214	October 7, 2015	October 21, 2015	November 4, 2015	November 18, 2015
	December 2, 2015	December 16, 2015	December 30, 2015	January 13, 2016
	January 27, 2016	February 10, 2016	February 24, 2016	March 2, 2016
	March 16, 2016	April 6, 2016	April 20, 2016	May 4, 2016
	May 18, 2016	June 1, 2016		
Membership for 2015 - 2016:	<ul style="list-style-type: none"> ● CIO for Information Technology (1) – Bill Schuetz ● Division Dean of Academic Technology (1) – Ian Coronado ● Classified (3) – Rodger Gamblin, Denise Brinkman and Robin Geyer ● Faculty (2) – Meredith Keene-Wilson and John Thompson ● Managers (2) – Russ Pierson, Tony Sanjume ● Students (2) – vacant (2) ● Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers ● Recorder: Leanne Guthrie 			