**Tech Council Business**

- Any additions to today’s agenda? (1 min)
  - No additions
- Membership for this year (1 min)
  - Membership Vacancies to work out: Student (1): only one meeting left
- Vote on Technology Council meeting structure (one all members meeting and one workgroup/subcommittee meeting monthly vs. bi-monthly meeting for all members) Peter suggested a check-in halfway through the year, some people said they liked having the time to work in committee. Linda moved to keep the current bi-monthly structure, Peter seconded, passed unanimously. Last meeting is June 6, 2018.
- Reminder: Last meeting this year is June 6
- Approve Minutes for April 4, 2018 Linda moved to approve, Roger seconded, passed unanimously

**General Business**

**Attending:**
- Guests: Jen Steele, Craig Taylor
- Recorder: Carl
- Quorum (7): Linda, Barb, Roger, Peter, Bill, Kevin, Anne, and Carl

**Planned Topics:**

- Presentation/Discussions
  - Learning Plan discussion - Jen Steele (20 min)
    - Learning Plan Conversation Kit
    - Jen will send an electronic copy of her handout
    - College personnel should be able to give input about the Learning Plan as it affects everyone
    - Learning Council has a subcommittee tasked to make sure to bring in all of the voices of the college--people interested in joining should contact Jen
    - Work plan to be developed over the coming year to be implemented in the following academic year (Fall 2019)
    - Vision needs support structure to make it happen
    - Not a lot of work for Tech Council right now, but this is an evolving conversation

- Updates on current planned work (review all and decide if a final report should be provided on June 6th):
  - Instructional Technology Plan - any additional updates?
  - Digital Signage Guidelines
    - Subcommittee (Kyle, Ian, Tony and Alen) - any updates?
  - Survey Development update: (Carl & Ian)
    - COPPS Policy on authorization to conduct surveys
      - Craig Taylor came to advise us on the survey
We went through the draft 2018 Technology Survey question-by-question
Craig advised that we make the survey’s purpose clear to the survey taker

--- meeting adjourned here (will cover the rest at the next meeting)

- Policy Review Subcommittee Update (Anne, Carl, and Kyle) - have all the policy/procedures been updated on COPPS?
  - Information Technology: Bring Your Own Device (BYOD) Wireless Access
  - Information Technology: Virtual Private Network (VPN)
  - Student Communications
  - Information Technology: Student Communications
  - Accessible Purchasing of IT policy/procedure
    - Information Link
- General Data Protection Regulation (GDPR)
  - [https://wcetfrontiers.org/2017/11/27/e-u-regulations-that-are-enforceable-against-us-he/](https://wcetfrontiers.org/2017/11/27/e-u-regulations-that-are-enforceable-against-us-he/) - updates?
- College ID Card - no additional updates until sponsor is identified
- Annual Plan Mapping
  - Annual Plan Mapped to Core Themes Report May 1, 2018
  - Discussion for clarity on process
- Moorpark College Strategic Technology Plan - A possible template for modeling our own technology plan
- Any other updates?

| 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: | • New Business |
### Future Topics:

- Future Topics
  - None

### Meeting Schedule (3pm - 4:30pm)

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<td>October 18, 2017</td>
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<td>February 7, 2018</td>
<td>February 21, 2018</td>
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<td>April 4, 2018</td>
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### Membership for 2016 - 2017:

- 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) – Vacant (1), Will Schuh
- Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers (chair)
- Recorder: Carl Yeh