## Technology Council Agenda

**3:00pm to 4:30pm  03/216 Boardroom**

### Tech Council Business
- Review and approve minutes for [November 16](#) meeting (5 min)
- Note taker for today (1 min)
- Reminder - Next meeting is January 18. Subcommittee work is encouraged if desired between now and our next meeting (2 min)
- Any additions to today’s agenda? (2 min)
- Status Updates - Tech Council Work Plan 2017 and Tactical Initiatives 2016-2017 (10 mins)

**Resources:**
- [Tech Council Work plan 2017](#)
- [Tactical Initiatives - Technology Plan 2016-17](#)

### General Business

**Attending:**

**Recorder:**

**Quorum (8):**

### Planned Topics:
- Updates from [GroupWise Email](#) Subgroup? (5 min)
- Employee Communications Policy Review (20 min)
- Unconscious Bias Discussion related to Data - Bill report back? (5 min)
- [Records Management & Archiving](#) (23 min)
  - [Training video](#)
- Student Messaging Gatekeeper (15 min)
  - OrgSync
  - Gmail
- Topics for next meeting (2 min)

### Future Topics:
- College ID Card update (Revisit January 18th)
- [Digital Signage Guidelines](#) - Work with Alen to develop policy

### Meeting Schedule

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<td>October 5, 2016</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 Robin Geyer
- Faculty (2) – Meredith Keene and John Thompson
- Managers (2) – Tony Sanjume, Jen Steele
- Students (2) – Ken Dinet, vacant (1)
- Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers (chair)
- Recorder: Leanne Guthrie