## Tech Council Business

- Review and approve minutes for [March 15th](#) meeting (5 mins)
- Any additions to today’s agenda? (1 mi)
- Upcoming Presentations (1 min):
  - Mike Sims and Brian Kelly will be joining us in April or early May to discuss the Institute for Sustainable Practices (ISP) work on the process of updating Lane’s Climate Action Plan to become carbon neutral by 2050. More information can be found at [https://www.lanecc.edu/sustainability/climate-climate-action-plan](https://www.lanecc.edu/sustainability/climate-climate-action-plan)
    - They hope to discuss their goals, listen to our feedback, and have an updated plan to present to the Board of Education for approval by early fall 2017
- Status Updates - Tech Council Work Plan 2017 and Tactical Initiatives 2016-2017 (8 mins)

## Resources:

- **Tech Council Work plan 2017**
- **Tactical Initiatives - Technology Plan 2016-17**

## General Business

**Attending:**

**Guests:**

**Recorder:**

**Quorum (8):**

### Planned Topics:

- **Planning** webpages - Jen Steele (20 min)
- **Employee** Communications Policy Update/Finalization (10 min)
- Reshaping our [5 year plan](#) (10 min)

### Quick Updates:

- College ID Card update (5 min)
  - Tony’s [Preliminary research](#)
- Any additional discussion or work done in relation to [GroupWise Email](#)? (5 min)
- [Digital Signage Guidelines](#) - Subcommittee for Digital Signage policies/procedures - Kyle, Ian, Tony, and Alen (5 min)
- Unconscious Bias Discussion related to Data - Bill report back? (5 min)
- **Records Management & Archiving** - Any update on how other colleges are handling this? (5 min)
- Student Messaging Gatekeeper (5 min)
  - OrgSync
  - Gmail
  - Of note: [Why are colleges so bad at sending email?](#)

### Future Topics:

- Topics for next meeting (5 min)
## Meeting Schedule (3pm - 4:30pm)

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<th>Date</th>
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<tr>
<td>October 5, 2016</td>
<td>October 19, 2016</td>
<td>November 2, 2016</td>
<td>November 16, 2016</td>
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<td>February 1, 2017</td>
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<td>April 5, 2017</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, Carl Yeh
- 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