SAN DIEGO
CONTINUING
EDUCATION

Technology Committee Minutes
September 19, 2019
2:00 PM - 3:00 PM
ECC, Room 106

Attendance

Voting Members	Absent/Present	Voting Members	Absent/Present
Bakit, Libbier	Absent	Pitcher, Nathan	Absent
Burns, Mary	Present	Quintero, Edith	Present
Hornik, Kathy	Present	Sabanos, Jacqueline	Present
Iffland, Aaron	Present	Saylar, Tim	Present
Luedtke, Jessica	Present	Thomas, Stephanie	Present
Matthew, Esther	Absent	Vargas, Anthony	Absent
McGirr, Rich	Present	Roberto Guerrero	Present

Guests and Proxies		Guests and Proxies	
Michelle Gray			
Rachel Rose			

Agenda Item #1: Call to Order

The meeting was called to order by Aaron Iffland at 2:07 PM.
A quorum of the members was present.

Agenda Item #2: Welcome/Introductions

Roberto Guerrero Pacheco is the new student representative to the Technology Committee

Agenda Item #3: Approval of Previous Meeting's Minutes

Discussion: None
Motion: VPA Sabanos motioned and E. Quintero seconded to approve. Motion carried.
Action Needed, Persons Responsible, and Deadline: None

Agenda Item #4a: Update on the Review of the Requests/Scoring Process

Discussion: Aaron Iffland provided an update to the Request/Scoring Process. Jessica Luedtke presented the draft of the Review of the Requests/Scoring process. Jessica also, informed the consultant has been working on the research allocation process, she highlighted that this work has been quite intensive. There have been a few changes in campus labs and how to link requisitions and program reviews. This year when someone submits their strategic plan, they will also be tied off their request to their objectives on their strategic plan on Campus Labs. Aaron Iffland informed the T.C. that there have been improvements and changes as requested last year to the review process. This year the main idea is to agree or disagree with the requestor's assessment of their need and readiness. This new process also allows the committee members to leave messages to the requestors. Considering the structure as it is and, if members look to the request beforehand, the committee could meet and work on the February meeting for two or three hours to evaluate and finish all requests. Aaron Iffland invited the committee members to be part and provide input to the Technology Program Review.
Motion:
Action Needed, Persons Responsible, and Deadline: Aaron Iffland will provide Program Review updates at the next meeting on October 17.

Agenda Item #4b: Update on the Creation of Master Technology

Discussion:
Motion:
Action Needed, Persons Responsible, and Deadline:

Agenda Item #4c: Update on Posting the Master Technology Plan

Discussion: It's been requested to IT Helpdesk to open a public folder to open the SDCE Master Technology Plan.
Motion:
Action Needed, Persons Responsible, and Deadline:

Agenda Item #4d: Update on DSPS/Section 504 Compliance Info

Discussion: Aaron Iffland has been talking to Stephanie Crosby regarding, DSPS section 504 compliance as well, as section 508. There is a lot of information on 508.
Motion: none
Action Needed, Persons Responsible, and Deadline:

Agenda Item #5a: Governance Handbook Updates

Discussion: The committee has the opportunity to provide recommendations on how the members would like to change the Technology Committee. There is a Handbook page with comments on the drive, the timeline to submit these changes in the next meeting on October 17. It was suggested to meet every other month instead of every month. The meetings will take place in November, January, April and a potential meeting in May.
Motion: none
Action Needed, Persons Responsible, and Deadline: Member will have access to the survey and the Handbook page to leave comments and suggestions by the next meeting on October 17.

Next Meeting

October 17, 2019

Adjournment

Motion: Edith Quintero motion, VPA Jacqueline Sabanos seconded. Motion carried. Meeting adjourned at 302: PM.

Submitted by:

Approved on: