SAN DIEGO CONTINUING EDUCATION

Technology Committee Minutes
May 16, 2019
2:00 PM - 3:00 PM
ECC, Room 186

Attendance

Voting Members	Absent/Present	Voting Members	Absent/Present
Bakit, Libbier	Absent	Pitcher, Nathan	Present
Burns, Mary	Present	Quintero, Edith	Present
Fischthal, Michelle	Absent	Sabanos, Jacqueline	Present
Hornik, Kathy	Absent	Saylar, Tim	Present
Iffland, Aaron	Present	Thomas, Stephanie	Present
Luedtke, Jessica	Present	Vargas, Anthony	Absent
Matthew, Esther	Absent	Student Rep (TBD)	Absent
McGirr, Rich	Absent		

Guests and Proxies		Guests and Proxies	
Will Olmstead			

Agenda Item #1: Call to Order

The meeting was called to order by Aaron Iffland at 2:05 PM.
A quorum of the members was present.

Agenda Item #2: Welcome/Introductions

Agenda Item #3: Update on using Zoom for attendance

Discussion: Committee members were notified that attending via Zoom was an option. Three members attended via Zoom. Aaron Iffland brought forth rules on the Use of Zoom for Remote Attendance. Those rules can be found here.
Motion to approve Remote Attendance Rules by Jacquline Sabanos, Edith Qunitero seconded. Motion carried.
Action Needed, Persons Responsible, and Deadline: None

Agenda Item #4: Approval of Previous Meeting's Minutes

Discussion: none
Motion to approve by Jacquline Sabanos, Edith Qunitero seconded. Motion carried.
Changes Made: Minor grammatical errors fixed

Agenda Item #5a: Update on the Review of the Request/Scoring Process

Discussion: Aaron Iffland provided an update to the Request/Scoring Process Review. The task force has been meeting. Final recommendation from the Task Force will be presented to the Committee during the September 19, 2019 meeting.
Motion:
Action Needed, Persons Responsible, and Deadline: Aaron Iffland to provide an update to the Request/Scoring Process Review on September 19, 2019.

Agenda Item #5b: Update on Governance/Operational Committees Effectiveness Survey

Discussion: Governance/Operational Committees Effectiveness Survey results will be presented to the Committee during the September 19, 2019 meeting.
Motion:
Action Needed, Persons Responsible, and Deadline: PIE Committee to provide results during September 19, 2019 meeting.

Agenda Item #5c: Update on Creation of Master Technology Replacement Plan

Discussion: Aaron Iffland provided an update to Creation of Master Technology Replacement Plan.

Tim Saylar has the necessary data compiled. The next step in the process is to analyze the current technology lists and match them to the funding sources so a replacement schedule can be created. Aaron Iffland asked for volunteers to potentially meet over the summer to help with the process. Edith Quintero, Jacqueline Sabanos, Tim Saylar, and Nathan Pitcher volunteered.

Motion: none

Action Needed, Persons Responsible, and Deadline: Aaron Iffland to provide an update on the plan's progress during the September 19, 2019 meeting.

Agenda Item #5d: Update on Master Technology Plan

Discussion: Links for the current documents and resources for the Review and Scoring Process have been added as an appendix to the current Master Technology Plan. There was discussion that if the Plan was posted externally, that appendix would be removed. It was suggested that we make the Master Technology Plan available internally to SDCE. After discussion it was determined that the Public Folders would be the only option for posting internally.

Motion: none

Action Needed, Persons Responsible, and Deadline: Aaron Iffland will work on posting the current Master Technology Plan to the Public Folders, and investigate better alternatives to posting the key resources of the Committee internally for SDCE use. Aaron Iffland to provide an update on the plan's progress during the September 19, 2019 meeting.

Agenda Item #6a: eBook on ADA Compliance

Discussion: An eBook on ADA Compliance and AV Equipment found by Mary Burns was discussed. It was suggested the Committee check with SDCE DSPS and/or District DSPS for other resources on Section 504 compliance.

Motion:

Action Needed, Persons Responsible, and Deadline: Aaron Iffland will check with SDCE DSPS and/or District DSPS for other resources on Section 504 compliance. He will report back during the September 19, 2019 meeting.

Next Meeting

September 19, 2019

Adjournment

Motion: Edith Quintero, Tim Saylar seconded. Motion carried. Meeting adjourned at 2:55 PM.

Submitted by: Aaron Iffland
Approved on: