

TECHNOLOGY COMMITTEE

Minutes– December 2, 2024

2:10 PM – 4:00 PM

Co-Chairs:

Dave Richert
Millie Owens

Members:

Ramyar Alavi-Moghaddam
Shane Baesemann
Iris Flores
Jeremy Mallouf
Aaron Albright
Jonna Schengel
Jose Lezama Duque
Arianna Kennedy

Purpose

- Make recommendations to District Governance Senate on policies, planning and other matters related to technology
- Prepare and monitor implementation of the Technology Plan
- Prepare an annual progress report on the Technology Plan
- Develop instructional technology standards
- Monitor compliance with policies related to technology
- Coordinate practices as needed related to technology
- Serve as a forum for dialogue on ongoing technology projects

1. **Meeting called to order:** Monday, December 2, 2024, at 2:15PM
2. **In Attendance:** Aaron Albright, Jose Lezama, Jonna Schengel, Millie Owens, Dave Richert
3. **Off Agenda Items:**
 - a. Jonna Schengel requested to put Honorlock back on the agenda.
4. **Approval of Meeting Minutes:**
 - a. The committee reviewed and approved the minutes from November 4, 2024. Millie Owens moved to approve the minutes, and Aaron Albright seconded the motion. Motion carried.
5. **Information and Building Updates:**
 - a. **Dave provided updates on several projects:**
 - i. The Tulare Campus new building is scheduled to open in January 2025 for the Spring Semester.
 - ii. The construction of the Baseball Clubhouse presents an opportunity to plan the parking lot for fiber installation.
 - iii. There are tentative plans to build a conference center at Woodland House, although no timeline has been established.
 - b. **Banner Updates:**
 - i. Dave announced that banner updates will be loaded into production on December 28 and 29, during Christmas break. Updates will be tested in the development account by the department.
 - c. **Putting together a list of approved software at COS:**
 - i. Dave noted that the Technology Services department does not have visibility for software purchases made by other departments. The objective is to compile a list of approved software at COS, organized into different categories.
6. **Technology Procurement AP 6360**
 1. Dave noted that a task force team is being assembled to review the current Technology Procurement document AP 6360. The revision will include a new section about administrative software purchases by departments. It is necessary to determine what should be included in the AP and what should be part of the process for Tech Services.
7. Adjourn at 2:44PM