

<p>Tech Council Business:</p>	<ul style="list-style-type: none"> • Meeting Minutes – review and approve – minutes approved with minor language change suggested by Barb Barlow.
<p>General Business:</p> <p>Attending: Bill Schuetz, Christopher Miller Barb Barlow Denise Brinkman Robin Geyer Linda Schantol Dale DuVall Brad Hinson Meredith Keene-Wilson Matthew Yook Tana Stuart – recorder</p> <p>Not Attending: Jim Lindly Michael Lainoff John Thompson</p>	<p>Planned Topics:</p> <ul style="list-style-type: none"> • Brad’s submission : Technology Use : Rights & Responsibilities <ul style="list-style-type: none"> ○ Slight wording changes, rules/guidelines to Administrative Procedures ○ Brad advised that changes to policies are College Council responsibilities and Procedures are the responsibility of the Tech Council. ○ Do these Procedures require a section on College Responsibilities that follows User Responsibilities ○ Procedures are considered submitted to Tech Council for consideration – members are to read and come back to the next meeting ready to vote. • Brad’s submission: Online Course Procedures *NEW PROCEDURE* <ul style="list-style-type: none"> ○ Key component concerns archiving moodle courses – cannot archive back 8 years as we currently do for non-moodle courses. This causes performance issues and data security <ul style="list-style-type: none"> ▪ Moodle 1 will sunset December 2013 – most archives live there ○ Want to maintain archive of previous year only, not 8 years. <ul style="list-style-type: none"> ▪ Would deep-freeze prior years which could be requested from the help desk with a service ticket. ▪ Would alleviate backups on the SANS, improve performance. ▪ Faculty would be provided with training / access to zip the files and download their courses content. ▪ Possible issue would be that these courses are then stored on the network drives and cause space issues there with space and performance. ▪ Training is an issue ▪ Could be a Fall In-service training session – provide thumb drives for use instead of the network. ○ Council to read new policy and bring concerns to next meeting. • What Services should staff & faculty have or want to see from IT - discussion <ul style="list-style-type: none"> ○ Software purchasing ○ Banner updates / training ○ List of staff and what service and/or project they manage for tech questions ○ Moodle issues – ease of use vs extra time required to manage/learn ○ Class time issues – trainings are often not available during faculty time ○ Availability of faculty office hours – information that is important to students and staff <ul style="list-style-type: none"> ▪ Link through the new Staff Directory – could be available there ○ Syllabus – could we create an online form that faculty could fill out and then can be located easily and searchable <ul style="list-style-type: none"> ▪ Load in one place, then could be pulled in and uploaded to all areas needed – Moodle, staff directory, web pages etc. • COPPS Policy/Procedure Review – <ul style="list-style-type: none"> ○ Technology Policy Statement

	<ul style="list-style-type: none"> ▪ Include list of related technology procedures ▪ General statement for future technologies ▪ Updates for existing procedures <ul style="list-style-type: none"> • Print Management: Barb Barlow • Remote Access (VPN Access) / Data Security: Dale DuVall • Computer Replacement: Bill Schuetz, Brad Hinson, Thad Cowdin • Acct Access & Permissions: Denise Brinkman, Pam Farr • Administrative Computer System Baseline: Bill Schuetz, Thwing Havens • Data Security: Denise Brinkman, Pam Farr • Campus Communications/Digital Communications /Email /Lane Alerts: Denise Brinkman, Brad Hinson in conversation with others across the campus. • Copyright: Brad Hinson • Licensing: Barb Barlow, Tana Stuart, Bill Schuetz • Network / Wireless Access / BYOD (Bring your own device): Dale DuVall ○ Review and Assign new (non-existent) procedures <p>Other Ideas/Discussion Points:</p> <ul style="list-style-type: none"> • Information Technology Service Options discussion
<p>Future Agenda Items:</p>	<ul style="list-style-type: none"> • Brad will provide a rough draft of the new Moodle Procedure • Council will vote on the Technology Use : Rights & Responsibilities •
<p>Spring Term Meeting Schedule:</p>	<p>April 15, 2013 April 29, 2013 May 6, 2013 May 20, 2013 June 3, 2013 June 24, 2013 (all from 1pm to 2pm in LCC02 128)</p>
<p>Membership for 2012-2013:</p>	<ul style="list-style-type: none"> • CIO for Information Technology (1) – Bill Schuetz • Division Dean of Academic Technology (1) – Brad Hinson • Classified (3) – Dale DuVall, Denise Brinkman, Barbara Barlow • Faculty (2) – Meredith Keene-Wilson and John Thompson • Managers (2) – Jim Lindly and Michael Lainoff • Students (2) – Matthew Yook and Christopher Miller • Additional members by position (0-4) – Linda Schantol and Robin Geyer