

<b>Tech Council Business:</b>	<ul style="list-style-type: none"> <li>• Meeting Minutes <ul style="list-style-type: none"> <li>○ Move to approve November 17, 2014 Minutes as is by Ian, seconded by Linda, and approved</li> </ul> </li> </ul>
<b>General Business:</b>  <b>Attending:</b> Bill Schuetz, Vice Chair Ian Coronado Roger Gamblin Jim Lindly Linda Schantol Robin Geyer Kevin Steeves Kyle Schmidt Liz Pratt, note taker  <b>Not Attending:</b> Barbara Barlow Powers, Chair Meredith Keene-Wilson John Thompson Caleb Miller	<b>Planned Topics:</b> <ul style="list-style-type: none"> <li>• COPPS status follow-up <ul style="list-style-type: none"> <li>○ Thwing would like to join us at our next meeting to discuss the Banner User Policy</li> <li>○ Computer Support Standards sent to Infrastructure Services for review and updating</li> <li>○ Duplication eliminated where possible – awaiting response from College Council on their policy that is similar to ours (Appropriate Use, Rights and Responsibilities, etc)</li> <li>○ Information Technology added to the title of all policies reviewed by Technology Council</li> </ul> </li> <li>• Technology Planning – document: 2011 Technology Tactical Plan <ul style="list-style-type: none"> <li>○ Create a strategic plan with strategies to achieve objectives mapped to strategic directions or core values.</li> <li>○ Themes can technology do <ul style="list-style-type: none"> <li>▪ Automate transcript evaluation, at minimum those from Oregon colleges.</li> <li>▪ More computer/smart/full lab classrooms. Assess current usage of existing classrooms within departments. Common start/stop time for classes.</li> </ul> </li> <li>○ Conduct a technology SWOT. Look at responses from past survey.</li> <li>○ ACTION: update, revise for immediate goals.</li> </ul> </li> <li>• Technology Planning – document: Ideas for Online Lane 2014-2020 <ul style="list-style-type: none"> <li>○ Gartner has guidelines for colleges in "Everybody's U" group by streamlining and becoming more efficient. College should think about what would become "Me, Not U" and "All About U". (i.e. Train instructors to teach online)</li> <li>○ Lane is three colleges: vocational, transfer, community ed. Create one for each with individual goals.</li> </ul> </li> </ul> <b>Other Ideas/Discussion Points:</b> <ul style="list-style-type: none"> <li>• Kyle: should there be a policy or is there an existing policy regarding use of non-GroupWise email accounts by employees and faculty. Is this a possible FERPA violation due to risk of exposing student information via 3<sup>rd</sup>-party service. <ul style="list-style-type: none"> <li>○ Check with Helen Garrett regarding FERPA</li> <li>○ Professionalism and appropriate representation for college</li> <li>○ Have an existing communication policy geared toward students. Could create employee communication policy</li> <li>○ See Technology Use: Rights and Responsibilities</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ ACTION: wait for response from Helen, craft an employee communication policy investigate existing policy under which council can draft a procedure.</li> <li>• Ian: is there confusion between college-level and departmental policy.</li> </ul>																
<p><b>ACTION ITEMS (continue on back if needed):</b></p>	<ul style="list-style-type: none"> <li>• Employee Communication: wait for response from Helen, craft an employee communication policy and/or investigate existing policy under which council can draft a procedure.</li> <li>• Look at survey results.</li> <li>• 2011 Technology Tactical Plan: Ian will update and revise for immediate goals.</li> </ul>																
<p><b>Meeting Schedule (3-4pm in 2/128):</b></p>	<table border="0"> <tr> <td><del>November 5, 2014</del></td> <td><del>November 17, 2014</del></td> <td><del>December 1, 2014</del></td> <td>December 17, 2014</td> </tr> <tr> <td>January 7, 2015</td> <td>January 21, 2015</td> <td>February 4, 2015</td> <td>February 18, 2015</td> </tr> <tr> <td>March 4, 2015</td> <td>March 18, 2015</td> <td>April 1, 2015</td> <td>April 15, 2015</td> </tr> <tr> <td>May 6, 2015</td> <td>May 20, 2015</td> <td>June 3, 2015</td> <td>June 17, 2015</td> </tr> </table>	<del>November 5, 2014</del>	<del>November 17, 2014</del>	<del>December 1, 2014</del>	December 17, 2014	January 7, 2015	January 21, 2015	February 4, 2015	February 18, 2015	March 4, 2015	March 18, 2015	April 1, 2015	April 15, 2015	May 6, 2015	May 20, 2015	June 3, 2015	June 17, 2015
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<p><b>Membership for 2014-2015:</b></p>	<ul style="list-style-type: none"> <li>• CIO for Information Technology (1) – Bill Schuetz</li> <li>• Division Dean of Academic Technology (1) – Ian Coronado</li> <li>• Classified (3) – Rodger Gamblin, Barbara Barlow Powers, and vacant</li> <li>• Faculty (2) – Meredith Keene-Wilson and John Thompson</li> <li>• Managers (2) – Jim Lindly and vacant</li> <li>• Students (2) – Caleb Miller and vacant</li> <li>• Additional members by position (0-4) – Linda Schantol, Robin Geyer, Kevin Steeves, and Kyle Schmidt</li> <li>• Recorder: Liz Pratt</li> </ul>																