

Tech Council Business:	<ul style="list-style-type: none"> • Meeting Minutes for April 21, 2015 meeting—Motion by Kyle to approve the April 21, 2015 minutes with correction, seconded by Linda, and approved. • Three meetings left after today!
General Business: Attending: Barbara Barlow Powers, Chair Bill Schuetz, Vice Chair Ian Coronado Roger Gamblin Robin Geyer Meredith Keene-Wilson Jim Lindly Linda Schantol Kyle Schmidt Kevin Steeves John Thompson Liz Pratt, recorder Not Attending: Caleb Miller	Planned Topics: <ul style="list-style-type: none"> • COPPS <ul style="list-style-type: none"> ○ Proposed Revision to Appropriate Use – report from College Council meeting: They want more time to review in order to determine how to present the link from policy to procedure or vice versa. ○ Computer Support Standards – no update at this time ○ Procedure/Policy for Gmail & Google Docs (sub-committee: Bill, Ian, Kyle, Kevin, and Meredith) Ian notified Ed that he is now a member of the subcommittee. Bill provided an update about GroupWise: the issue has been found and a patch is being worked on that should be installed soon. ○ Forms review – <ul style="list-style-type: none"> ▪ New Employee, Move/Relocation, and Exiting Employee Forms (combination of forms is partially completed) <ul style="list-style-type: none"> ▪ https://www.lanecc.edu/it/projects/technology-request-form ▪ Barb has combined the form. Asked that someone take a look at the link above and test it. Still in draft form. ▪ New Software Approval Form and Approved Software List <ul style="list-style-type: none"> ▪ https://www.lanecc.edu/it/projects/request-new-software ▪ https://www.lanecc.edu/it/projects/approved-software-list ▪ No one looked at it. Barb asked the members to review these. • Technology Workplan and Strategic Plan <ul style="list-style-type: none"> ○ Reminder for response to Tactical Plan sent (Ian)? Ian did not send a reminder. ○ Any other updates on this work? We've received some feedback. Ian will check for feedback on our GroupWise account. Some ideas for next year: 1) Assure that we train new employees so that we are sure they can use the tools as soon as possible after starting; 2) Accessibility for students to technology. Not necessarily that we would provide it but rather info about outside sources, such as inexpensive broadband. • Employee Communications Procedure—moved to next meeting • Electromagnetic Radiation and Health Discussion Topic <ul style="list-style-type: none"> ○ See email from Kyle with links and research ○ Bill provided info last month. Brought an air force report conducted in 1994 that was recently declassified that talks about microwave and

ionizing radiation in studies that date back to the 1970s. Very differing opinions by seemingly credible researchers. Need to make sure that the science is good; don't want to rely on alarmists. The studies that find no harm may be funded by industry; studies that find harm are not funded by industry. Isn't conclusive one way or another. The standards in our country are different than other countries.

- John Thompson shared two documents:
 - <http://www.compoundchem.com/2015/04/09/scientific-evidence/>
 - <http://www.compoundchem.com/2014/04/02/a-rough-guide-to-spotting-bad-science/>
 - When there are a lot of unknowns, it becomes an environment for creating pseudo-science. From a physics, biophysics, and an energy point of view, it seems unlikely. The scientific community has not closed the door on this and is continuing to research it. However, that research will move slowly.
- One suggestion was that Bill put forward the idea to the Executive Team that a committee be formed at Lane to look into the research.
- Concerns:
 - Response to Torch article should come from Science faculty; however, not responding may be the best because any response will cause people to become more entrenched in their own view.
 - The new Learning Commons will have many WiFi access points. It may take communication to allay people's fears. Perhaps have a space in Learning Commons where there will be no WiFi for those who are concerned. But this is an acknowledgment of a problem.
 - The speaker hosted by the Peace Center may be seen as sanctioned by the college. The Science Division talked about bringing another viewpoint to campus.
 - How does this differ from sick buildings? One can find bacteria, viruses, or pollens on/embedded in surfaces in sick buildings.
- In summary, we have evaluated the information and have determined that it is unclear whether there is any relationship between wireless device use and health issues, but we will continue to monitor on-going research.

ACTION ITEMS:	<ul style="list-style-type: none"> ○ Review draft version of technology request form https://www.lanecc.edu/it/projects/technology-request-form (everyone) ○ Review https://www.lanecc.edu/it/projects/request-new-software and https://www.lanecc.edu/it/projects/approved-software-list (everyone)
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Meeting Schedule (3pm to 4pm in 2/128):	November 5, 2014 January 7, 2015 March 4, 2015 May 6, 2015	November 17, 2014 January 21, 2015 March 18, 2015 May 20, 2015	December 1, 2014 February 9, 2015 April 1, 2015 June 3, 2015	December 17, 2014 February 18, 2015 April 15, 2015 June 17, 2015
Membership for 2014-2015:	<ul style="list-style-type: none"> • CIO for Information Technology (1) – Bill Schuetz • Division Dean of Academic Technology (1) – Ian Coronado • Classified (3) –Rodger Gamblin, Barbara Barlow Powers, and vacant • Faculty (2) – Meredith Keene-Wilson and John Thompson • Managers (2) – Jim Lindly and vacant • Students (2) – Caleb Miller and vacant • Additional members by position (0-4) – Linda Schantol, Robin Geyer, Kevin Steeves, and Kyle Schmidt • Recorder: Liz Pratt 			

NOTES ON COPPS work still to be done:

- Missing forms:
 - New/Move&Transfer/Exiting Technology Request Forms
 - "Approved Software list"
 - Software Request Form
 - Request for New Software Approval Form

Technology Council Workplan for 2015

Our workplan for the year is to create the strategic collegewide (5 year) plan and annual Technology Plan, vet those plans with constituencies on the Decision Matrix, and receive approval to move that work forward. In addition, we will seek approval of the COPPS Technology policy changes we worked on last year.

January

Jan 7, 21 Distribute, discuss, and revise draft strategic and annual technology plans. Create subcommittees to receive feedback on plans and visit departments and divisions review COPPs policy changes with Thwing Havens

- Publish plans and distribute to divisions
- Notify and distribute COPPS policy changes to college, learning, and faculty councils
- Notify college, learning, and faculty councils that draft strategic technology plan and annual technology plans will be distributed to them for their review in March
- Ask to be put on the agenda of college, learning, and faculty councils in April to discuss technology plans. Seek approval from councils by end of April.
- Notify president and VP of College operations of intent to submit strategic and annual technology plans to them after approval from college, learning, and faculty councils around the end of April

February

Feb 4, 18 Review and revise technology plans based on feedback from constituencies. Visit departments and divisions to share plans and get input on draft plans. review comments from departments and divisions

March

Mar 4, 18 Further review and revision of the technology plans based on feedback from constituencies

- Visit college, learning, and faculty councils to discuss COPPS technology policy changes
- review comments from departments and divisions on technology plans
- Revise and prioritize Annual Workplan
- Publish, plan and distribute to councils

April

Visit College, faculty, and learning council to discuss technology plans

Apr 1, 15 Review and revise technology plans based on feedback from constituencies. Review COPPS policies changes, if any, based on feedback from college, learning, and faculty councils.

- Receive approval from college, learning, and faculty councils on strategic, and annual technology plans

May

May 6, 20 Review and revise technology plans based on feedback from constituencies. Review COPPS policies changes, if any, based on feedback from President and VP of Operations.

- Submit technology strategic and annual plans to the board
- Receive approval for COPPS Technology policy changes from President

June

Jun 3, 17 Review and revise technology plans based on feedback from constituencies.

- Publish approved COPPS policies, strategic Technology and annual Technology plans