



MOORPARK COLLEGE

Technology – Committee on Accreditation and Planning

Plans, monitors, and evaluates institutional technology including hardware, software, and training needed to support student learning; the Technology Master Plan and Technology Inventory; funding for technology based on an allocation of at least 30% of instructional equipment funding dedicated each year to technology equipment, software, and hardware needs identified in the Technology Plan and annual program plans; The Accreditation Self-Study; and Monitors implementation of Agenda 3C of the self-study relative to facilities.

MEETING NOTES

Wednesday, April 6, 2011 | 1:15-2:30 p.m., PCR

POSITION	NAME	ATTEND	DIVISION FACULTY REPRESENTATION	NAME	ATTEND
Co-chair: Vice President, Business Services	Iris Ingram	X	Applied & Social Sciences (2)		
Co-chair: Academic Senate Representative (1)	Martin Chetlen	X	Art, Media, Education, & Enrollment Services (2)	Steve Callis Katherine Zoraster	X X
Associated Students Representative (1)	Ebony Taylor		Language & Learning Resources (2)	Faten Habib Kara Lybarger-Monson	X X
Information Technology Representative	Rick Shaw Todd Hampton Dean Adams	X X	Mathematics & Physical Sciences (2)	Ed Garcia Michael Walegur	X
Deans or Directors (3)	Lori Bennett Lisa Miller Inajane Nicklas	X X X	Natural Sciences (2)		
ACCESS Representative (1)	Shannon Bowen Obie Younan (alt.)		Performing Arts and Student Life (2)	Vail Keck Mickey Howell	X
Academic Senate President	Riley Dwyer	X	Language & Learning Resources Supervisor	Stephen Kutay	X
GUESTS	Darlene Melby	X			

TOPIC	ACTION
1. WELCOME! INTRODUCTIONS!	Meeting began at 1:20pm.
2. REVIEW & APPROVE MEETING NOTES ➤ TCAP Meeting Notes March 2, 2011 The March 2, 2011 TCAP Meeting Notes stand as distributed.	Co-Chair Ingram called for a motion to approve the March 2, 2011 TCAP Meeting Notes. Mr. Michael Walegur motioned for approval. Mr. Todd Hampton seconded the motion. Motion carries.

TOPIC	ACTION
<p>3. REPORTS</p> <ul style="list-style-type: none"> ➤ I.T. Update – Todd Hampton/Rick Shaw Mr. Hampton reported that the Smart Classroom action items from the last meeting have been sent off. They are working on virtual profiles and IT staff will be attending a virtual training at the District Administration Center in May. New servers will be placed in the Library. Mr. Hampton indicated that he would like to see the conduit program on all Moorpark College rooftops. Mr. Hampton also mentioned that the IT department will be losing its providional staff member effective 4/19/11, as a result IT will be less fast to respond to requests for service. Furthermore, summer needs should be requested as soon as possible; with classroom needs being the priority. There will be a new IT Intern for 1-day/week beginning on July 1, 2011. ➤ TRAC (Workgroup) – Lisa Miller Dean Lisa Miller reported that TCAP met last month to review prioritization. Dean Miller distributed a handout that was reviewed by Co-Chair Ingram. Brief discussion was held. Dean Miller reminded members of TCAP that Refresh means that an item will be replaced with either something New or Mostly New (used equipment). Co-Chair Ingram indicated that she will be able to fund 100% of the Refresh needs this year. Cascading will occur with the Newest equipment distributed in instructional space first, then to faculty, etc. Distribution will occur according to need. Requests for MAC computers will not be a priority. There has been a 15% increase in requests for MAC computers in the last year. The cost for a MAC computer is 25% higher than a PC. Consideration will be given to those who cannot perform their work without a MAC (necessity only). Co-Chair Ingram announced that Moorpark College will meet the “big buy” (a window of time to order computers in bulk from Dell at discount prices) deadline. ➤ IELM/Tech Refresh Budget Update – Iris Ingram Review of the handout titled “Ranking_New” occurred. Ms. Darlene Melby discussed comments she made in RED on the handout & some discussion ensued regarding the priority ranking. Some revisions were made eliminating items such as: PS3, Nintendo Wii & 2 MAC Book computers. Co-Chair Ingram has agreed to cover the cost of it all at approximately \$104K. A vote was taken to approve the ranking & the modified version of the handout which includes the revisions. Motion carries. 	<p>Co-Chair Ingram called for a motion to accept the Recommendation for Replacement of Equipment List. Dean Miller motioned for approval. Mr. Walegur seconded the motion. Motion carries.</p> <p>Co-Chair Ingram called for a motion to approve the ranking and the modified version of the handout which includes revisions. Dean Lori Bennett motioned for approval. Ms. Faten Habib seconded the motion. Motion carries.</p>

TOPIC	ACTION
4. DISCUSSION <ul style="list-style-type: none"> ➤ Making Decisions Revisions (TCAP portion) – Iris Ingram Co-Chair Ingram indicated that this Item should be removed from the Agenda. They're already functioning as a workgroup and will remain that way. Approvals will still come through TCAP. ➤ Status of Budget Co-Chair Ingram discussed the status of the State Budget. She reported that there is a \$290M cut to Community Colleges. A 7% reduction of our Operating Budget equating to \$3.4M. The District faces a \$6.5M shortfall with Moorpark College's portion equating to 44.3% because we have the largest campus. The Legislative Analyst Office (LAO) recommends an increase in tuition fees which could jump from \$36/unit to as high as \$66/unit ➤ Next Month Our meeting will be devoted to the review/acceptance of the Operation Plan. 	
5. ACTION	
6. ADJOURNMENT	Meeting adjourned at 2:18pm.

HANDOUTS	MEETING CALENDAR 10/11 1 st Wednesday, 1:15 p.m., PCR
AGENDA 04/06/11 – MCSHare & Webpage	2010 09/01, 10/06, 11/03, 12/01
MEETING NOTES 03/02/11 – MCSHare & Webpage	2011 02/02, 03/02, 04/06, 05/04
GOALS 2010-11 – MCSHare & Webpage	

TECHNOLOGY - CAP		
RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
TECHNOLOGY– Committee on Accreditation and Planning (CAP) <i>Committee of Academic Senate</i>	Plans, monitors, evaluates <ul style="list-style-type: none"> ▸ institutional technology including hardware, software, and training needed to support student learning ▸ the Technology Master Plan and Technology Inventory ▸ funding for technology based on an allocation of at least 30% of instructional equipment funding dedicated each year to technology equipment, software and hardware needs identified in the Technology Plan and annual program plans. ▸ The Accreditation Self-Study Monitors the implementation of Agenda 3C of the self-study relative to facilities Ed Code 53200(c): processes for institutional planning and budget development	<ul style="list-style-type: none"> ○ Co-Chairs: Vice President of Business Services and a Faculty member appointed by the Academic Senate Executive Council ○ Two faculty members from each Student Learning Division appointed by the Academic Senate Executive Council ○ Three Deans/Directors selected by the Executive Vice President ○ One representative from Information Technology ○ One representative from the Accessibility Coordination Center and Educational Support Services ○ One student appointed by Associated Students

