



## 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, February 6, 2013 | 1:15-2:30 p.m., A-138

POSITION	NAME	ATTEND		DIVISION	DEPARTMENT	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Iris Ingram	X		Education, Visual Arts, Math and Physical Sciences	Math	Kahroline de Passero	
					CNSE/CS	Martin Chetlen	
Co-Chair: Academic Senate Representative (1)	Martin Chetlen	X			Physics/Astronomy	Clint Harper	X
					Visual & Applied Arts	Erika Lizee	
Academic Senate President	Riley Dwyer			Enrollment Services, Behavioral and Applied Sciences	Behavioral Sciences	Kari Meyers	X
	Todd Hampton	X					
Information Technology Representative (1)	Dean Adams (alt.)			Health, Life and Natural Sciences	Health Sciences	Christina Lee	X
					Chemistry/ Earth Sciences	Karen Savage	
					Geography	Michael Walegur	
Deans or Directors (3)	Julius Sokenu Lori Bennett Inajane Nicklas	X		Social Sciences, Languages and Learning Resources	English/ESL	Nils Slattum	X
					Library	Faten Habib	
					Distance Education	Ashley Chelonis	
					History/Institutions	Renee Fraser	
Director, Facilities, Maint. & Ops.	John Sinutko	X		Student Life, Performing and Media Arts	ACCESS/LS	Shannon Bowen	X
					Music/Dance	Nathan Bowen	
					Digital Media Arts	Timothy Samoff	
Learning Resource Supervisor	John Dobbins	X	Theater Arts/Communication		Karen Peck	X	
Associated Students Representative (1)	Kimberly Eder	X					
Guests	Darlene Melby	X					
	Wade Bradford	X					
	Tom Ogimachi	X					

TOPIC	ACTION
<b>1. WELCOME! INTRODUCTIONS!</b> The meeting was called to order by Co-Chair Ingram at 1:15 p.m. and a quorum was established. Introductions around the room.	
<b>2. REVIEW &amp; APPROVE MEETING NOTES</b> ➤ TCAP Meeting Notes   December 5, 2012	The minutes were approved as submitted.

TOPIC	ACTION
<b>3. REPORTS</b> <ul style="list-style-type: none"> <li>➤ <b>I.T. Update –Mr. Todd Hampton</b> Mr. Hampton reported to the committee that IT is making progress on the Lync roll-out. They are currently in a holding pattern until all of the equipment is here. They will start taking orders for webcams soon but they are not mandatory and most people are not interested in having them. IT is testing two new thin-clients. One of them is not showing any improvements over the current model. Dave Furhmann who was unable to attend told Mr. Hampton he has nothing to report at this time. <ul style="list-style-type: none"> <li>○ Co-Chair Ingram asked Mr. Hampton if the webcams have criteria in place. Mr. Hampton said the webcams cost about \$35 each and that most people are not interested but, no, they do not have a criteria in place. Right now all managers and supervisors have them to facilitate meetings as well as most classified. Faculty has not received them yet and Co-Chair Ingram asked that criteria for the webcams be in place before faculty receives them.</li> <li>○ Co-Chair Ingram asked about the thin clients and are we looking at them to swap out the existing thin clients. Mr. Hampton replied that they are not necessarily looking at them for a swap but that possibly to be used for the refresh at Fountain Hall and the LLR.</li> <li>○ Co-Chair Ingram added that she met with IT regarding the security cameras around campus. They are not done installing them yet and cameras are being installed at EATM now. There are plans for a few other locations around campus and some areas to be followed up on. All of the cameras are linked to the campus police building. We will continue to look at the placement of these cameras over the next year to determine whether they are useful and in the right places.</li> </ul> </li> <li>➤ <b>TRAWG Update – <del>Ms. Lisa Miller</del> Julius Sokenu/Ms. Faten Habib</b> Mr. Sokenu reported that TRAWG met and is still in the process of reviewing technology requests. They hope to bring the completed list to this committee in March.</li> </ul>	Lisa Miller has been replaced by Julius Sokenu
<b>4. DISCUSSION</b> <ul style="list-style-type: none"> <li>➤ Co-Chair Ingram told the committee that there is a hanging item from last year that needs to be addressed. Because of the accreditation self-assessment we need to post on our website the prioritization results from the past 2 to 3 years. Even though they are difficult to understand, we will post them on the site for now until we can make them a little clearer.</li> </ul>	
<b>5. ACTION</b> <ul style="list-style-type: none"> <li>➤ Co-Chair Ingram made a motion for the Adoption of IT Operations Plan for fiscal year 2013/14. This item was approved by the committee.</li> </ul>	
<b>6. ADJOURNMENT</b> – Co-Chair Ingram adjourned the meeting at 1:33 p.m.	

HANDOUTS	MEETING CALENDAR 11/12 1 <sup>st</sup> Wednesday, 1:15 p.m., A-138
<b>AGENDA</b>   02/06/13 – MCShare & Webpage	<b>2012</b>   9/5, 10/3, 11/7, 12/5
<b>MEETING NOTES</b>   12/12 – MCShare & Webpage	<b>2013</b>   2/6, 3/6, 4/3, 5/1

TECHNOLOGY - CAP		
RECOMMENDING STRUCTURE	CHARGE AND SOURCE OF AUTHORITY	MEMBERSHIP
TECHNOLOGY– Committee on Accreditation and Planning (Tech-CAP)  <i>Committee of Academic Senate</i>	Plans, monitors, evaluates <ul style="list-style-type: none"> <li>› institutional technology including hardware, software, and training needed to support student learning</li> <li>› the Technology Master Plan and Technology Inventory</li> <li>› funding for technology based on an allocation of at least 30% of instructional equipment funding dedicated each year to technology</li> </ul>	<b>Co-Chairs</b> <ul style="list-style-type: none"> <li>• Vice President of Business Services</li> <li>• Faculty member appointed by the Academic Senate Council and is a member of the executive committee of the Academic Senate Council (<i>Proposed change; pending final discussions and decision of the Academic</i></li> </ul>

	<p>equipment, software and hardware needs identified in the Technology Plan and annual program plans.</p> <p>▸ The Accreditation Self-Study</p> <p>Monitors the implementation of Agenda 3C of the self-study relative to facilities</p> <p>Ed Code 53200(c): processes for institutional planning and budget development</p>	<p><i>Senate Executive Council)</i></p> <p><b>Members</b></p> <ul style="list-style-type: none"> <li>• One faculty member from each Academic Department appointed by the Academic Senate Council</li> <li>• Three Deans/Directors selected by the Executive Vice President and the Vice President of Business as appropriate</li> <li>• Learning Resources Supervisor</li> <li>• One representative from Information Technology</li> <li>• One representative from the Accessibility Coordination Center and Educational Support Services</li> <li>• One student appointed by Associated Students</li> </ul>
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