



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, October 3, 2012 | 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		Applied & Social Sciences	Behavioral Sciences	Kari Meyers	X
					History/Institutions	Renee Fraser	X
Co-Chair: Academic Senate Representative (1)	Martin Chetlen	X		Art, Media, Education & Enrollment Services	Digital Media Arts	Timothy Samoff	
					Visual & Applied Arts	Erika Lizee	X
Academic Senate President	Riley Dwyer			Language & Learning Resources	English/ESL	Nils Slattum	X
Information Technology Representative (1)	Todd Hampton	X			Library	Faten Habib	X
	Dean Adams (alt.)		Life & Health Sciences	Health Sciences	Christina Lee	X	
Deans or Directors (3)	Lisa Miller	X		Chemistry/ Earth Sciences CNSE/CS	Karen Savage Martin Chetlen	X	
	Julius Sokenu					X	
	Lori Bennett						
Director, Facilities, Maint. & Ops.	John Sinutko	X		Math & Physical Sciences	Math	Kahroline de Passero	X
Learning Resource Supervisor	John Dobbins	X			Physics/Astronomy Geography	Clint Harper Michael Walegur	X
			Performing Arts & Student Life	Distance Education	Ashley Chelonis	X	
ACCESS/LS	Shannon Bowen						
Music/Dance	Nathan Bowen						
Theater Arts/Communication	Karen Peck						
GUESTS	Darlene Melby	X					
	Jane Harmon	X					

TOPIC	ACTION
1. WELCOME! INTRODUCTIONS! The meeting was called to order at 1:19 p.m. and a quorum was established. Introductions around the room.	
2. REVIEW & APPROVE MEETING NOTES ➤ TCAP Meeting Notes September 5, 2012	Minutes were accepted as is.
3. REPORTS ➤ I.T. Update –Mr. Todd Hampton Mr. Hampton told the committee that he doesn't have much to report today and they are still working on items discussed last month. I.T. is awaiting further work on the LMC and has put in an order for the cabinets from maintenance. ➤ TRAWG Update – Ms. Lisa Miller/Ms. Faten Habib Vice-Chair Ingram told the committee that Program Plans are not due until the 15 th of October so there is has been no TRAWG meeting.	

TOPIC	ACTION
4. DISCUSSION <ul style="list-style-type: none"> Lisa Miller brought the Strategic Technology Plan for 12/15. It outlines all technology plans for our campus and the District as well as expected dates of delivery. They started developing the plan last spring and some things have already been implemented. Now they need to see how it works out the first semester to see if changes need to be made. Every strategic initiative meets the 4 goals of the college. Will add page numbers to the document. Any questions about the plan should be directed to Lisa so it can be brought to TRAWG or this committee so we can look at it again. Vice-Chair Ingram commented that the committee should take a look at the document and compare side by side the District wide Strategic Plan especially those sitting on distinct-wide committees. Darlene commented that the Operation Plan for FY 13/14 was completed last spring and we should bring it to the next meeting. Clint Harper wanted to comment about program plans – he said that in the past the trust funds were more easily available to instructors. The Engineering club on campus bought a number of robotic kits and needs a good laptop to support them and wants to know if we be more flexible with the funds. Vice-Chair Ingram responded that all trust accounts belong to institution regardless of their income source and everyone must follow the institutional rules. New Technology requests should be placed on Program Plans. Mr. Hampton said he usually has inventory and can loan a computer up front while we are waiting to order. He said he is currently waiting on specs for that particular laptop to run the robots. He will then know if he has a loaner that will work until the funds come through for the purchase from another more appropriate source. 	
5. ACTION <ul style="list-style-type: none"> None 	
6. ADJOURNMENT - The meeting was adjourned at 1:38 p.m.	

HANDOUTS	MEETING CALENDAR 11/12 1 st Wednesday, 1:15 p.m., A-138
AGENDA 10/03/12 – MCShare & Webpage	2012 9/5, 10/3 , 11/7, 12/5
MEETING NOTES 09/05/12 – MCShare & Webpage	2013 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"> 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	Co-Chairs <ul style="list-style-type: none"> Vice President of Business Services 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 Senate Executive Council</i>) Members <ul style="list-style-type: none"> One faculty member from each Academic Department appointed by the Academic Senate Council Three Deans/Directors selected by the Executive Vice President and the Vice President of Business as appropriate Learning Resources Supervisor One representative from Information Technology One representative from the Accessibility Coordination Center and Educational Support Services One student appointed by Associated Students