



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, December 5, 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	X			
					Visual & Applied Arts	Erika Lizée	X			
Academic Senate President	Riley Dwyer			Language & Learning Resources	English/ESL	Nils Slattum				
Information Technology Representative (1)	Todd Hampton	X			Library	Faten Habib	X			
	Dean Adams (alt.)			Life & Health Sciences Math & Physical Sciences	Health Sciences	Christina Lee				
Deans or Directors (3)	Lisa Miller				Chemistry/ Earth Sciences	Karen Savage	X			
	Julius Sokenu	X			CNSE/CS	Martin Chetlen	X			
	Lori Bennett				Performing Arts & Student Life	Math	Kahroline de Passero	X		
Director, Facilities, Maint. & Ops.	John Sinutko	X		Physics/Astronomy Geography		Clint Harper Michael Walegur	X X			
				Learning Resource Supervisor		John Dobbins		Distance Education	Ashley Chelonis	X
Associated Students Representative (1)	Christopher Conway							ACCESS/LS	Shannon Bowen	X
								Music/Dance	Nathan Bowen	X
GUESTS	Darlene Melby	X								
	Jane Harmon	X								

TOPIC	ACTION
1. WELCOME! INTRODUCTIONS! The meeting was called to order at 1:16 p.m. and a quorum was established. Introductions around the room.	
2. REVIEW & APPROVE MEETING NOTES ➤ TCAP Meeting Notes November 7, 2012	Minutes were approved with no changes.

TOPIC	ACTION
3. REPORTS <ul style="list-style-type: none"> ➤ I.T. Update –Mr. Todd Hampton Microsoft Lync consultant is at VC and will be expanding test group once we have a gateway in place. Currently routing through VC. Wireless problems in HSS and working on getting that repaired. The trial projectors have been tested and several people have looked at them. But, because of their high bulb cost, we will not be going with them. ➤ TRAWG Update – Ms. Lisa Miller/Ms. Faten Habib Co-Chair Ingram told the committee that she had received an email from Lisa with an update regarding TRAWG but since Faten is present, she can update the committee. Faten told the committee that TRAWG met and discussed the requests and there are a lot of duplicates, but they should have a prioritization list by February. Faten says that TRAWG has been doing the research, have contacted everyone, they are just waiting for all to respond. Co-Chair Ingram told the committee that Lisa Miller asks the department representatives to please be cooperative when a TRAWG member comes to you because they really want to get the requests correct. There are glitches in the new TracDAT program so they need to refine the process to get an accurate list. There has been one reading of the Strategic Technology Plan and Lisa Miller has not received any feedback from the committee. Co-Chair Ingram asked the committee to please read over it and submit any comments to Lori Bennett or Faten Habib by the winter break. Questions regarding the definition of smart classrooms. Co-chair Ingram told the group that the smart classrooms request are being pulled and handled separately. The Cochairs of technology committee and the facilities committee will meet to develop a process for ranking those requests. The definition of a smartclassroom needs to be revisited since old standards are out of date. What is the need for the smart classroom when asking for a smartclassroom needs to be a criteria for the requests. Co-Chair Ingram says to define the problem in the program plan not the solution/need (i.e. smartclassroom). 	
4. DISCUSSION <ul style="list-style-type: none"> ➤ 	
5. ACTION <ul style="list-style-type: none"> ➤ 	
6. ADJOURNMENT – The meeting was adjourned at 1:36 p.m.	

HANDOUTS	MEETING CALENDAR 11/12 1 st Wednesday, 1:15 p.m., A-138
AGENDA 11/07/12 – MCShare & Webpage	2012 9/5, 10/3, 11/7, 12/5
MEETING NOTES 10/03/12 – 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. 	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>)

	<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>Members</p> <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
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