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.

AGENDA
Wednesday, December 7, 2011 | 1:15-2:30 p.m., A-138

POSITION	NAME	ATTEND		DIVISION	DEPARTMENT	FACULTY NAME	ATTEND
Co-Chair: Vice President, Business Services	Iris Ingram			Applied & Social Sciences	Behaviorial Sciences	Linda McDill	
					Business	Felix Masci	
Co-Chair: Academic Senate Representative (1)	Martin Chetlen				History/Instutions	Jerry Caplan	
					Athletics/KIN/HED		
Associated Students Representative (1)	Krysten Jones Jon Foote			Art, Media, Education & Enrollment Services	Child Development	Cara Celniker	
					Digital Media Arts	Timothy Samoff	
					Visual & Applied Arts	Bill Goodman	
Academic Senate President	Riley Dwyer			Language & Learning Resources	CIS		
					English/ESL	Kara Lybarger-Monson	
					Library	Faten Habib	
					World Languages		
Information Technology Representative (1)	Rick Shaw			Life & Health Sciences	Animal Sciences/EATM		
	Todd Hampton				Health Sciences	Jamee Maxey	
	Dean Adams				Life Sciences	Norman Marten	
Deans or Directors (3)	Kim Hoffmans Lisa Miller Julius Sokenu			Math & Physical Sciences	Chemistry/ Earth Sciences	Michael Walegur	
					CNSE/CS	Ed Garcia	
					Math	Cindy Reed	
					Physics/Astronomy	Balazs Becht	
GUESTS				Performing Arts & Student Life	ACCESS/LS	Shannon Bowen Obie Younan (alt.)	
					Counseling	Denice Avila	
					Health Center		
					Music/Dance		
					Theater Arts/Communication		

TOPIC	ACTION
1. WELCOME! INTRODUCTIONS!	

TOPIC	ACTION
2. REVIEW & APPROVE MEETING NOTES ➢ **TCAP Meeting Notes | October 5, 2011**	

3. REPORTS
    ➢ **I.T. Update –Mr. Todd Hampton/Mr. Rick Shaw**
    ➢ **TRAC Update – Ms. Lisa Miller/Ms. Faten Habib**
        ○ Updated List of Technology Requests	

4. DISCUSSION
    ➢ **Change Management Document**
    ➢ **Institutional Software Requests**
    ➢ **Service Level Agreements**
    ➢ **Other**	

5. ACTION ➢ **Operational Plan –** *Approval*	
6. ADJOURNMENT	

HANDOUTS	MEETING CALENDAR 11/12 1st **Wednesday, 1:15 p.m., A-138**
AGENDA | 12/7/11 – **MCShare & Webpage**	**2011** | ~~09/07~~, ~~10/05~~, ~~11/02~~ (Cancelled due to Power Outage), 12/07
MEETING NOTES | 10/05/11 – **MCShare & Webpage**	**2012** | 02/01, 03/07, 04/04, 05/02
GOALS | 2011-12 – **MCShare & Webpage (pending approval)**	

TECHNOLOGY - CAP		
RECOMMENDING STRUCTURE	**CHARGE AND SOURCE OF AUTHORITY**	**MEMBERSHIP**
TECHNOLOGY– Committee on Accreditation and Planning (Tech-CAP) *Committee of Academic Senate*	Plans, monitors, 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 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** • 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 (*Proposed change; pending final discussions and decision of the Academic Senate Executive Council*) **Members** • 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