**Technology Planning Committee Agenda**

September 24, 2015

Bldg. 9, Room 257

9 a.m.

**Agenda**

1. Introductions
2. Membership 2015-16
3. Technology Plan 2014-15 Progress report
4. Technology budget requests 2015
5. Calendar Upcoming Meeting Dates
6. Other

**Goals and Objectives for 2014-16**

*What progress have you achieved in 2014-2015? Please provide evidence that support your achievements.*

*Planning/Discussion (25%) Implementation (50%) Ongoing(75%) Complete(100%)*

**Goal 1:** Optimize the use of new and existing technologies throughout the College by providing technology-related professional development resources to faculty and staff.

Objective 1.1 The instructional designer, CIETL, and Professional Development committee will promote and increase training opportunities (internal and external) for faculty and staff to learn to use technology more effectively.

Objective 1.2 Develop and administer instruments that survey and assess the technology training needs of faculty and staff.

Objective 1.3 Determine the necessity for new or expanded technology to ensure professional development training is provided to faculty and staff.

Activity 1 Technology committee members meet with CIETL coordinators and Instructional Designer to review results from annual Technology survey and agree on specific trainings to be offered through CIETL for faculty and staff and ensure the availability of a dedicated training room specifically with computers.

**Goal 2:** To establish the technology infrastructure to continually improve the operations and services of the college.

Objective 2.1 Work closely with District ITS to assess the needs of the college and determine its ability to support current and new technology.

Activity 1 Review the College’s computer/equipment inventory spreadsheet and recommend purchases based on the replacement criteria.

Activity 2 Explore and evaluate pilot programs for new technologies at the College.

Activity 3 Ensure that ITS and the College Business Office continue to track and monitor progress.

**Goal 3:** Ensure that compliant and current adaptive and assistive technology is available to all students possessing any form of learning and or physical difference.

Objective 3.1 Evaluate the present use of adaptive technology by students, faculty and staff who have a documented disability that prevents access to standard computer hardware and software.

Objective 3.2 Determine the necessity for new or expanded technology that is more likely to satisfy special learning needs.

Objective 3.3 Survey the need to provide training for faculty who teach hybrid and on-line courses in the use of adaptive and assistive technology.

Activity 1 (students only as District HR is responsible for faculty & staff disability accommodations)

Review the DRC student's disability documentation for any prescriptive recommendation of hardware/software and use of technology. Review the educational limitations on learning caused by a DRC student’s disability disagnosis to determine if the student would benefit from use of alternate media or adaptive technology.

Activity 2

Continue professional development activities and educational workshop attendance for the Alternate Media Specialist through the CCC High Tech Center located at DeAnza College and/or national or regional providers. Coordinate with the District ITS to continue to replace outdated computers located in the Alternate Media Lab, DRC office, Library and Learning Center so that the computers sufficiently support alternate media software.

Activity 3

Provide confidential memos to DRC students upon their request each semester so that professors of lecture, hybrid and/or on-line classes are aware of a DRC student's academic accommodation and needs.

**Technology Planning Committee Membership 2014-15**

Gregory Anderson Vice President of Instruction

Leonor Cabrera Faculty, Accounting/Business/Mgmt.

Yoseph Demissie Director of Technical Support Services, Information Technology Services

Valeria Estrada Librarian

Michael Ferrari Classified, Library Support Specialist

Jose Garcia Classified, Visual Communications Coordinator

Robert Haick Classified, Program Supervisor Career Center/Adjunct Faculty

Linda Hayes Co-Chair Technology Committee; Dean of Business, Design, & Workforce

Max Hartman Faculty/Counselor, Disability Resource Center

Chialin Hsieh Dean of Planning, Research and Institutional Effectiveness

Maria Huning Classified, Program Services Coordinator Upward Bound

David Meckler Faculty, Music

Jane Rice Faculty, Instructional Designer

Michael Sinkewitsch IT Support Technician III, Information Technology Services

Nathan Staples Co-Chair Technology Committee; Faculty, Biology

Mike Tyler IT Support Technician II, Information Technology Services

Jasmine Witham Director of Web Services

Student Representation Angelica Mendoza & Lina Tsvirkunova