

San Diego Miramar College

Technology Committee

Tuesday, April 27, 2021 - 3:00 p.m. to 4:00 p.m.

[https://cccconfer.zoom.us/j/ 94658876931](https://cccconfer.zoom.us/j/94658876931) Password: 240833

Co-chairs: Daniel Miramontez and Kurt Hill

MINUTES

Members: D. Miramontez, L. Woods, K. Hill, D Mehlhoff (proxy for D. Maduli-Williams), R. Marine, G. Choe, B. Wilborn, and A. Viersen,

Absent: D. Halttunen, B. Pacheco, G. Magpuri, T. Williams, and E. Brown

Call to Order: Called to order at 3:04 p.m. by D. Miramontez.

1. Approval of Agenda. Agenda was moved by B. Wilborn, seconded by R. Marine, and carried to approve.
2. Review of Minutes from March 23, 2021. Minutes was moved by B. Wilborn, and seconded by G. Choe and was carried to approve.

[*Strategic Goals](#)

[Accreditation Standards](#)

New Business:

1. None.

Old Business:

1. Tech Plan 3.0.

I-III

III.C.

Various components of Technology Plan 3.0 were discussed and inputs were provided for points of clarification and feedback. This plan is moving away from being a siloed plan, linking it back to the college's Mission/Vision statement and Strategic Goals (approved last term). Upon its finalization, the San Diego Miramar College Fall 2020-Spring 2027 Strategic Plan will be added to this plan as a link. The Technology Plan Purpose and Goals were then discussed which included the guiding principles of the plan. The plan's goals will help guide the college's technology needs for the next 3-years, which includes Professional Development, Data Advocacy, Resource Development/ Sustainability. The Technology Plan Development was then presented. Subsequent Plan 2.0 focused on department level planning in siloes (AV and ICS). With Tech Plan 3.0, a different approach will be used – to be adaptable to situations that arise from COVID 19 and the need to move college operations remotely. Participatory Governance Structure and its function with this plan was discussed, which addresses Accreditation Improvement Recommendation 7 and how it ties back to participatory governance and the program review process. There were two District priorities (implementation of PeopleSoft and hiring of District Director) that needed to be completed before addressing the need for the Districtwide Technology Committee. With Integrated Technology Needs/Planning, this is where the plan moves away from the siloed approach of planning by department to an integrated technology needs and planning approach. Implementation of Tech Plan 3.0 is projected for the fall semester, and will inform our planning for Tech Plan 3.1 (as an ongoing rolling plan). Request was made for the Technology Committee to develop a technology needs survey with representation from faculty and classified staff – to be worked on for a fall implementation. Regarding professional development for survey training videos, this will be handled by the AV Department. With individual departments having Service Unit Outcomes (SUO), integrated technology planning outcomes is now addressed in this plan in a similar process. This will be in collaboration with campus departments, AV, ICS, and ACS. Request was made to set some time aside at the beginning of the year so that there could be discussion on what needs were reported in the survey. Clarification was made that the Technology Committee is where technology needs for the college are discussed. It is the information clearinghouse regarding integrated technology for the campus. Comment was made on feedback from Academic Senate and the Governance Handbook, which stated that the Technology Committee is responsible for coordinating technology training efforts with the Staff Development Committee. Suggestion was

made to review this charge at the beginning of the term with the new governance structure and what needs to be updated (structure and committee collaboration). Motion was made by G. Choe to send Technology Plan 3.0 forward through constituencies for review, seconded by B. Wilborn, and carried to approve.

For the Needs Assessment Survey, recommendation was made to form a workgroup that can review survey items and bring back findings to the next Technology Committee meeting. Volunteers include G. Choe, K. Hill, G. Magpuri or B. Pacheco, with suggestion of having A. Gloag as a consultant for her expertise in Distance Education. For volunteers that would like to serve on this workgroup but is not part of the Technology Committee, recommendation was made for those individuals to reach out to their respective senate leadership (to be appointed to the workgroup). Suggestion was made to consult and get ideas from individuals and bring information back to the workgroup. Workgroup formed will report survey recommendations back to the Technology Committee Co-chairs on May 18, 2021.

2. Accreditation Improvement Recommendation #7

I-III

III.C.

Tabled, discussion had in Tech Plan 3.0.

Reports/Other:

1. Website Subcommittee.

I-III

III.C.

None. This subcommittee will be dissolved.

2. Informational Items

Presentation was made to Academic Senate to get feedback on where the Technology Committee is going, what was accomplished, and the Technology Plan. Feedback for strategies moving forward were to create the classroom technology standards list, create classroom technology training videos, create a list of licensed software available to faculty, more faculty input into classroom technology upgrade prioritized list, look into funds in BRDS with more faculty input (individual faculty or department needs), standard smart classroom package, and create a vision for future technology (trends in education). The feedback provided will be looked into, relative to the new committee charge in the fall term.

Next Scheduled Meeting: May 25, 2021.

Adjournment: Meeting was adjourned at 4:04 p.m.

***San Diego Miramar College Fall 2020–Spring 2027 Strategic Goals:**

1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
5. **Diversity, Equity, and Inclusion** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community