

Community College *of* Philadelphia

DRAFT Minutes
Technology Coordinating Committee
11.16.2016 2:30 p.m.
B2-26

2016-17 Committee Members Present (P):

Federation Delegates & Alternates	
Heidi Braunschweig	P
Will Esposito	P
Sarah Iepson	P
Dawn Janich	P
Nikki Karam	
Amy Lewis	P
Fran Lukacik	
Craig Nelson	P
Sean Sauer	P
Ron Shamwell	P
Ed Baker (A)	
Will Miller (A)	P
Administrative Appointees & Alternates:	
Nicole Armezzani	P
Jody Bauer	P
Gary Bixby	P
William Bromley	P
S.K. Calkins	P
Pam Carter	P
Ellen Fernberger	P
Susan Hauck	P
Jason Stein	P
Jameas Zelenak II	
Rikki Bardzik (A)	
Allan Kobernick (A)	P
Gim Lim (A)	P voting for JZelenak
Peter Margolis (A)	
Jim Spiewak (A)	

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Minutes

Technology Coordinating Committee

11.16.2016 2:30 p.m.

B2-26

- I. Meeting Called to Order at 14:35
- II. Attendance
See page 1 of this document.
- III. Approval of minutes
 - a. Minutes from 10/19/2016
ACTION: Approved YES 17, No 0
- IV. Business
 - a. Town Hall meeting 12/1/2016 Standing Committee Presentations
 - b. Report from the TCC Sub-committee on Learning Spaces (informational)
 - i. Ms. Bauer presented to the group that on the 1st of December Dr. General's is having a Town Hall meeting where the Standing Committees must report out on what they are working on.
 - ii. A discussion concerning the Technology Plan and the sub-committee on Learning Spaces followed.

An overall strategy of the technology plan development will be delivered to at the Town Hall meeting via a brief PowerPoint given by the TCC co-chairs. *The TCC is developing an aspirational vision of technology building on the 5 Pillars and looking toward 2025.*

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Ms. Bauer informed the committee that the technology plan was lacking the following items:

- Vision for Online Learning and associated ADA Compliance issues
- Vision of the future for faculty offices and technology outside the offices.
- Laying out a comprehensive view of classroom technology for the future and associated professional development.
- Outline the needed computer-based classrooms for the future.

Mr. Kobernick reported on the sub-committee while this discussion continued

Discussion:

After considerable discussion, the sub-committee came to the following conclusions:

1. Regarding matching faculty technology needs with their scheduled classrooms:

Given the fact that classrooms are scheduled by the College scheduler, in consultation with department heads, in advance of faculty assignment coupled with other variables including enrollment, the members of the sub-committee felt that the issue had to be handled on the Department level. Therefore, there is no recommendation from this subcommittee.

2. Regarding the need for a implementation plan for Classroom technology:

The members of the sub-committee felt that there was a great need for a comprehensive plan for the implementation of classroom technology that is integrated into the Technology Strategic Plan. Therefore, the sub-committee recommends that all of the members of the TCC provide input and suggestions to make sure that all aspects of instructional and administrative technology are included. This may include not only strategic recommendations but tactical recommendations for implementation.

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ACTION: Following the subcommittee report it was agreed that this sub-committee will be disbanded and the TCC would devote one meeting to each of the broad goals of the current technology plan to build on a new plan. Matching the draft plan elements to the 5 Pillars and the 4 major planning areas of Knowledge; Infrastructure; Access & Support; Privacy/Security/Business Continuity.

NOTE:

The December TCC has been moved to 12/15/2016 @ 2PM in room B2-38 the ITS Conference Room. Agenda will be the discussion of KNOWLEDGE as related to the draft plan. Discussion leader will be Sarah Iepson.

The 2014-2017 Technology Plan can be found at <http://path.ccp.edu/tcc/>

The latest DRAFT Technology Plan can be found at https://ccpmail.sharepoint.com/sites/tcc_16-17/Shared%20Documents/Forms/AllItems.aspx

The document name is: DRAFT_TechPlan_V5.docx

To assist with the December 15th discussion, below are listed the 4 planning structures that the existing Technology Plan is built upon. The major goals developed under each structure element is listed for your review. In addition, the last page of this document references the major initiatives for development in the new plan which also encompasses those items felt to be lacking.

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2014-2017 Technology Plan

Knowledge:

- Offer training to all college constituencies to enable effective use of the currently available technology.
- Monitor developing trends in the field of technology as it applies to educational and business operations of the College as well as technology training and education.

Infrastructure

Infrastructure includes all mechanical hardware systems, all communication systems, and all software systems that provide entities to perform operational functions and provide communication paths through a system.

- To maximize existing infrastructure resources in a manner that will support growth and expansion efforts while sustaining existing services.

Access & Support

- Improve the access and support of technology in the teaching and learning environment.
- Seek opportunities for innovation in teaching and learning technologies.

Privacy/Security/Continuity Planning

- To ensure the privacy, integrity and ethical use of information resources by faculty, staff, students and community members.
- To ensure that the College Information Technology Services department is both prepared and able to respond effectively in the event of a business interruption or a situation where Information Technology Services personnel are inaccessible.

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Future Technology Plan Initiatives

Knowledge

- Explore technology systems and services to enhance student learning and to foster curricular innovation. (1.2)
- Engage faculty and staff in technology-based training. (1.2)
- Professional development around new technology

Infrastructure – (Goal 2)

- Explore BYOD
- Explore VDI
- Explore the technology infused in the blended learning environments
- Plan around technology needs of the future in and out of the classrooms
- Enhance the learning environments with technology
- Outline the need for more technology-enabled learning environments
- Examine the tools available to bridge the ADA compliance issues in all learning environments.

Access & Support

- Explore the possible innovations in learning environments
- Support the needs of faculty and staff in promoting mobile access
- Ensure all students, faculty and staff have access 24x7x365 to the services of the College.
- Ensure remote connectivity

Privacy/Security/Continuing Planning

- Development of a comprehensive DR/BCP plan (2.2)
- IT Security Policy development (2.2)