

MEETING MINUTES FOR OCT. 6, 2023

IN ATTENDANCE:

- Dan Bouweraerts, Dallin Crane, Douglas Dawson, Cheryl Jones, Fred Lokken, Chris Quantrell, Izumi Shibasaki, Kyle Smith, Gina True, Ygnacio Vazquez-Guzman, Martin Santos

NEW MEMBERS:

- Dallin Crane, Brayson Gomez, Erik Gonzalez, Gina True

Review the charge of the Tech Committee:

- Cheryl provided comment regarding the charge of the Tech Committee. The need to define the role of the Technology Committee in regards to the overlap of the subcommittees. Mission has changed or needs to change. AI Task Force and Instructional are distinct in their missions/tasks and feeding into the Tech committee.
- If we are to be the main body again, how do we get back to that? What makes us separate? Outside of being a reviewing body of the subs. The mission is to promote increased awareness and utilization of new technologies.
- Fred stated the need to better define the roles of each committee. Instructional -Hands on faculty to identify and explore software and hardware solutions. AI Task Force- for stakeholders. This subcommittee has an anticipated short life span. AI has three charges: instruction, student services and policy. Go back to the president with a better-defined task force purpose, not as broad.
- Faculty does not know of, or think of, this committee to come to for tech needs. This is partly due to the VP and his willingness to be available and more hands on. As such, going directly to the VP has become the protocol. There is a need to reroute these rogue actors back to the desired process. How do we get back to this committee as being the go-to?
- Dan is in agreement with Fred that this committee should be considered **THE** committee. For it to be fully functional, there is a need to have several more faculty members involved. Representation from all areas. We cannot have areas left out if we are to receive accurate/applicable feedback.
- Committee needs more representation.

Instructional Tech Sub-committee update:

- No update

AI task force update:

- No update

Technology surveys:

- Proposed Surveys: Academic Tech Survey, Administrative Tech Survey, Student Tech Survey
- Surveys, would be broken out into the three areas to better define the needs. Find ways to address the disconnect that has taken place due to Covid and extensive turnover. We do not know each other as well as we used to.

- Bring the surveys to appropriate areas. Alyssa would like to generate questions relative to her area, etc.
- Have a rough draft of the three surveys for November meeting. Get input and schedule by January.
- Fred is hoping that these surveys would act as a starting point to address uneven training. Push for chairs to take a bigger role. Leadership believes that chairs do training. Chairs do not have the personnel. Media Services does not have the personnel either. Need to address training disparities.

Projects for the new fiscal year:

- Drafts of three surveys, review and schedule by January.
- Increase representation of committee members.
- An IT **Meet the Team** slideshow. This idea was born of a discussion with Fred regarding the disconnect at TMCC. So many new faces, with the high turnover, have left people feeling uncertain of who to turn to anymore. This slideshow would include photos of IT team members grouped by work areas. It would also present IT goals, spend information and accomplishments. Intended audience would include the usual, such as Planning Council, with extra emphasis on Faculty Senate to rebuild those connections.
- Day on Campus to showcase vendors or other ideas.
 - Subcommittee needed to assist with the development of this project.
 - Determine scheduling dates and name the event.
 - To showcase how tech works on campus and our role.
 - Roll in the whole AI conversation,
 - Possibly have a career element to bring community members and students on campus.

NEXT MEETING: NOVEMBER 3, 2023

ADJOURNMENT