

ITG Meeting Minutes
October 22, 2020
Location: Zoom

Attendees: Kevin Snyder, Mike Roth, Lisa Beach, Matt Pearson, Regina Guerra, Phyllis Usina, Robert Grandmaison, Greg Wycoff, Eve Miller, Salvador Rico, Jessica Paisley, Tim Danford, Vayta Smith, Dan Exelby, Linda Close, Heather Adams

Call Meeting to Order: 9:04am

Approval of Minutes 9/24/20- Approved

Tech plan for fall 2020

- Due to the unstable nature of Covid, and no budget for consultant, it is best to put off the tech plan until Spring 2021
- Fall 2020 goal will be to conduct an environment scale and methodology for the Tech Plan
- Examine current trends, we are on a cusp of doing things differently, due to the events over the past year, a shift with our technology culture and what they will mean for when we return in fall 2021
- The current plan to conduct an environmental scan and methodology, must be a group effort
 - o Reminder, Phyllis Usina, will not be on as co-chair in Spring 2021, as a new dean will be taking over the position
- Next steps are to establish which tasks will be distributed among the group

Discussion- *Mike Roth discusses process for faculty requests for PCs*

- proposal to change the process for PC request
- laptops come with baseline hard drive that is sufficient for most of the users on campus
- however, some people require additional hardware capabilities (i.e. digital video editing)
- traditionally the department would pay for additional hardware capabilities/specs
- proposal made if these needs are made in order to complete teaching requirements, it should be paid for by bond money
- discussion was tabled for now and will be continued in next meeting

PRPP Review

A brief review of all PRPP sections was reviewed by ITG committee

- 2.4b – there is a rationale section for items
- Instructional equipment stays in PRPP, this needs to be cleared out after each item is purchased and received
- Coding is missing in 2.4d (item category, internal allocation, etc.)

- Ranking system needs to be revised so it can help committee members make better decisions
 - o Re-educate Deans and VPs with the ranking system, is what will help the approval process move along more smoothly
 - o Reminder to all using PRPP about the writer's guide and updates made within it that year
- A request was made for Patty Collis to come up with a way to track when items were purchased so they can easily be cleared out in the next year
 - o Discussion on who is able to see/access and remove any items which have been approved

Tech Plan Continued-

- Tasks
 - o District Technology Environmental Study
 - o OIR for Survey
 - Can use the previous study (Kevin will contact OIR) and add questions that relate to funding and ITG
 - o Review Tech Plan from 2017; each area had a summary of current environment, future and strategies . resources
- Software requests- bigger district issue, which will need to be discussed with Kate
- Tasks will need to be assigned before broken into groups

Adjourn: 10:28am