

# Technology Council Meeting Minutes

## May 16, 2011

**Attendance:**

Name	Unit Represented	Department	Date:05/16/2011
<b>Voting Members</b>			
Carol Briggs-Erickson	Librarian	Library	A
Becky Evans	Faculty(teaching online)	English	P
Maria Andersen (Co Chair)	Faculty	Math	P
Jeff Stipes	Faculty	Technology	A
Kathy Pollock (for Debra Howell)	Faculty	Biology	P
Tammisha Morris	Clerical	Clerical	A
Clark Bingham	Custodial	Maintenance	P
Rosemary Zink	Administrative	Administrative Services	A
Bruce Wierda	Student Svcs	Financial Aid	A
Ed Breitenbach	Administrative	Academic Affairs	P
Jean Roberts	Student Svcs	Registration	P
Josh Boyd	Student	Student	A
Theresa Adkison	Student	Student	A
Mike Alstrom (Chair)	CIO	Information Technology	P
<b>Non-Voting Members</b>			
Julie Weller	Web Master	Community Relations	P
Mindy Stevens	User Services Manager	Information Technology	A
Jason Miller	Technical Director	Information Technology	P
Maryly Skallos	Instructional Design	Information Technology	P
John Mihelich	Lab Manager/Recorder	Information Technology	P
Lori Potts	Systems Analyst	Information Technology	P
Steven Wilson	Network Administrator	Information Technology	P
Rick Albertie	Systems Analyst	Information Technology	A

**Minutes  
Technology Council Meeting  
Monday, May 16, 2011**

The meeting was called to order at 1:35 p.m.

**I. Welcome**

**II. Agenda Approval**  
Agenda approved.

**III. Minutes Approval**  
Minutes approved.

**IV. Old Business**

**a. Information Security Policy Subcommittee (Mike)**

No update.

**b. 1 to 1 Subcommittee (Maria)**

Maria: Google announced Chrome laptops for students and faculty at \$20/mo loan. Jason: Demonstration model of Lenovo will be available for loan in LIFT.

**c. Instructional Technologies Subcommittee (Jason)**

- Tabled for periodic review.

**d. Backup Retention Policy (Jason)**

- Tabled pending Document Imaging decision.

**V. New Business**

**a. Technology Strategic Plan (Mike)**

- Refer to Technology Strategic Plan 2011-2013, attached. Discussions took place on the following objectives:

- 1.1 Instead of forming a "cross-functional Academic Technology Governance committee", this could be considered a subcommittee of Technology Council.
- 2.1 Instead of establishing a "data governance group", the current Datatel Users Group could be given this additional role.
- 2.4 Jean: for FERPA compliance, queries should be updated to reflect students who have opted out of college communication.

- 3.4 Include cloud computing. Steve noted that MCC would not own the data in a cloud computing model.
  - 4.1 Maria: Does 'Employees' cover both faculty and non-faculty?  
Mike: Yes, all employees are included.
  - 5.1 RAVE and Portal are some technologies that would allow role-based communication to students, faculty and staff.
  - 5.4 Placing forms and workflows online, including IT forms and Inter-Library Loan.
  - 5.5 Jean: What percentage of faculty use Blackboard? Maryly: About 30%. Mike: Faculty have varying levels of usage based on need.
- General comments:
    1. Ed: When will specific plans be developed? Mike: Once the Strategic Plan is approved, tactical plans will be developed to address each strategic objective.
    2. Maria: How receptive was HR to these objectives? Mike: Many of these objectives came from HR, specifically to assist with managing HR processes.
  - Comments via email:
    1. Jeff Stipes: "First, from a sustainability perspective providing Netbooks to IAC reps would really cut down printing. For each of the last 2 meetings I have printed approx. 60 pages of material for each session - multiply this by all IAC members and it starts to add up. Secondly, we need to do a better job of tying programs we do on MCC TV98 to our website. It appears the best we can currently do is provide a link to YouTube, but we are limited to 15 min. on YouTube." Jason: could projectors be used to present agendas? Kathy: IAC needs to complete forms and other materials. Maria: could Google Docs be used? Kathy expressed need for more loaner laptops.
    2. Debra Howell: "I feel the vision statement could be improved upon by rewording it."

## VI. Informational Reports

### a. MCCDAG Report (Mike)

Discussed Datatel security auditing process that would review each user's access permissions. Datatel internal client has been updated and has resulted in increased stability. Discussed patch testing schedule. Discussed student account retention: can WebAdvisor be left active without other resources normally reserved for current students?

## VII. Announcements

### a. Early Warning System for Student Success

"Course Signals" connectors are being developed to categorize student performance within 3 levels of risk. System may be available for pilot as early as Fall 2011. MCC received 75% discount on Course Signals for being a Datatel pilot site. Blackboard would display each student's success level, which would

also be shared with faculty. Additional information about how Course Signals works can be found through web search engines.

Meeting adjourned at 2:35 p.m.

Mike Alstrom  
Technology Council Chairperson

jrm