

# Information & Instructional Technology Committee (IITC)

## MINUTES

Thursday, Feb 27, 2020, 2:30 – 4:00 pm, Room: L-218

**Chairs:** Percy Roper and Mario Tejada

**Members:** Ken Statham, , Percy Roper, Carrie Million, Rick Robison, Steven Young, Lindsey Shively, Kevin Leeper, Nicolas Vasallo, Scott Suanarto

Not Present: Achilles Speliotopoulos; Dahlia Jermany; Anne Kingsley; Rafiquel Bhuiyan; Satish Warriar, Kim Christiana

Topic	Notes/Prep
1. Approve agenda	Approved
2. Review & Approval of Minutes for 02/13/2020	<a href="#">Previous Meeting Minutes</a> Approved
3. Update, announcements, public comments <ul style="list-style-type: none"><li>• DSS</li><li>• Communications Committee</li><li>• Marketing / Webpage Design</li><li>• Distance Learning</li><li>• Student Comments</li><li>• SRC IT</li><li>• Campus IT</li><li>• District IT</li></ul> <p>Time: 15 minutes Purpose: Information/Discussion</p>	<ul style="list-style-type: none"><li>• DSS</li><li>• Communications Committee</li><li>• Marketing / Webpage Design Redesign for marketing and sorting pages...help to determine student pathway  New landing pages for each of 5 areas of interest...will be turned into webpages and presented deans group</li><li>• Distance Learning Moving along w/ course approval process  Working on DE information campaign to ensure faculty are validated to teach online  New Canvas updates...turned on Immersive Reader  Mentoring program ongoing  Each college putting 5K thru TexSmith...Relay...allows creation of videos to caption in Canvas...pilot thru June</li></ul>

	<ul style="list-style-type: none"> <li>• Student Comments</li> <li>• SRC IT</li> <li>• Campus IT</li> <li>• District IT</li> </ul>
<p><b>4. Technology Master Plan</b> =&gt; Status / Review</p> <p>==Link&gt; <a href="https://email4cd.sharepoint.com/:w:/s/DVC/ditc/ETFrplurONRlly85SnYznxUBqOnXxVMyw0ekyxc2lxhkWw?e=EJXltm">https://email4cd.sharepoint.com/:w:/s/DVC/ditc/ETFrplurONRlly85SnYznxUBqOnXxVMyw0ekyxc2lxhkWw?e=EJXltm</a></p> <p>Time: 15 minutes Purpose: Discussion Leads: Percy &amp; Mario</p>	<p>Approved to change timeframe from 2019 to 2025</p> <p>Committee is to do a final review w/ submission to be done NLT Mar 2...</p> <p>Tech Plan is on RPEC Mar 3, 2020 agenda</p>
<p><b>5. Proposed New ITTC Meeting Times/Dates</b></p> <p>Time: 10 minutes Purpose: Discussion/Approval Lead: Percy</p>	<p>Meeting is continual with current meeting times</p>
<p><b>6. Faculty Wireless Printing Solution</b></p> <p>Time: 10 minutes Purpose: Status/Information Update Leads: Percy</p>	<p>Faculty are able to print to Konica MFPs...directions are forthcoming</p>
<p><b>7. Student Printing Loader Transition (location)</b></p> <p>Time: 10 minutes Purpose: Discussion Leads: Percy</p>	<p>Purpose BookStore and Library second floor</p>
<p><b>8. SLA Revision/Review</b></p> <p>==&gt;Link: <a href="#">SLA Document</a></p> <p>Time: 10 minutes Purpose: Discussion Leads: Percy</p>	<p>Committee is to review document and provide feedback</p>

<p><b>9. Open Discussion</b></p> <p>Time: 10 minutes  Purpose: Discussion  Leads: Percy</p>	<p>New co-chair needed, list goals for this year.  Making policy and procedures available to faculty via website</p>

Future dates: 3/12; 3/26; 4/9; 4/23; 5/14; 5/28