Technology Committee - Annual Report 2013-14

College of the Sequoias
Committee - Technology

Purpose Statement: In accordance with the District Governance & Decision making manual, the Technology Committee is charged by the District Governance Senate with providing a forum for anticipating needs, discussing options, and making recommendations regarding technology issues at College of the Sequoias.

Membership: Tim Hollabaugh - Co-Chair Administration
Deborah Nolan - Co-Chair Faculty
Joni Jordan - Faculty
Beverly Feleciano - Classified
Stephen Meier - Classified
Stephanie Collier/Jessica Figallo - Administration
Abigail Guttierez - Student
None - Adjunct Faculty

Initiatives	Evaluation & Targets / Tasks	Results	Action & Follow-Up
Committee - Technology - General Expectations - Agendas Posted - Minutes Recorded - Quorum Attained - Attendance at meetings recorded in minutes - **Academic Years:** 2013 - 2014 **Start Date:** 09/01/2013 **Initiative Status:** Inactive		04/24/2014 - Agendas Posted - 11 Minutes Recorded -10 Quorum Attained - 10 Attendance at meetings recorded in minutes - 10 The end of year survey had a light response rate but generally people agreed that the committee was on track with a few exceptions. Notably the direction for the technology plan and its relation to the strategic plan. **Result:** Carried Forward **Report Type:** End-of-Year Related Documents: Technology Committee Survey 2013-14	
		01/06/2014 - Agendas Posted - 8 Minutes Recorded - 8 Quorum Attained - 8 Attendance at meeting recorded in minutes - 8 **Result:** Satisfactory **Report Type:** Mid-Year	

Initiatives	Evaluation & Targets / Tasks	Results	Action & Follow-Up
		10/29/2013 - Beginning of the year **Result:** Satisfactory **Report Type:** Beginning of Year	
Committee - Technology - Create Technology Plan - Align Technology Plan with the COS 2.0 Planning and Governance manuals **Academic Years:** 2013 - 2014 **Start Date:** 09/02/2013 **Initiative Status:** Active	**Evaluation:** Technology Plan coincides with dates and processes in Governance Plans **Initiative type:** Other **Target:** All dates and processes pertinent to the technology plan are included in the document		
		05/01/2014 - Completed data collection from Faculty, Students, Staff and Administration. Completed initial draft. will carry forward to coincide with strategic plan in 2014-2015. **Result:** Carried Forward **Report Type:** End-of-Year	
		01/06/2014 - Working with the IPEC to determine best way of collecting data for the Technology Plan. First draft of table of contents completed. **Result:** Satisfactory **Report Type:** Mid-Year	
		10/29/2013 - Beginning of the year **Result:** Satisfactory **Report Type:** Beginning of Year	
Committee - Technology - Creation of Password and Security district policy - Password/Security policy in place **Academic Years:** 2013 - 2014 **Start Date:**		05/01/2014 - Began series of all staff bulletins regarding importance of data security and the role of strong passwords and userid combinations. will pursue establishing password policy through technology Services in the 14-15 year.	

Initiatives	Evaluation & Targets / Tasks	Results	Action & Follow-Up
10/01/2013 **Initiative Status:** Active		**Result:** Carried Forward **Report Type:** End-of-Year	
		01/06/2014 - No Progress **Result:** Needs Improvement **Report Type:** Mid-Year	
Committee - Technology - Assess TracDat - Create process to evaluate effectiveness of the TracDat product. **Academic Years:** 2013 - 2014 **Start Date:** 09/01/2013		05/01/2014 - No Progress. Will prioritize this effort in 14-15 year **Result:** Carried Forward **Report Type:** End-of-Year	
Initiative Status: Active		01/06/2014 - No Progress **Result:** Needs Improvement **Report Type:** Mid-Year	