

Minutes – Meeting 3 Technology Committee Vernon College

May 3, 2013 ▪ 10:00 AM ▪ VER RM 204, CCC RM 712

▪ **Call Meeting to Order**

- Meeting was called to order by Committee Chair Criquett Lehman, Director of Quality Enhancement, at 10:03 AM.

Position	Member	Present	Not Present
Director of Quality Enhancement	Criquett Lehman, Chair	X	
Instructional Design & Technology Coordinator	Roxie Hill	X	
Institutional Support Specialist	Jim Binion	X	
Director of College Effectiveness	Betsy Harkey	X	
Advancement Specialist/Website Support	Christian Joseph Porciuncula	X	
Faculty	Steven Underhill		X
Faculty	Paula Whitman		X
Faculty	Dr. Elaine Naylor	X	
Professional Staff	Stephen Stafford	X	
Professional Staff	Donna Turney		X
Professional Staff	Gene Frommelt	X	
Professional Staff	Michelle Wood		X
Classified Staff	Patti Jouett		X
Run Business Solutions – IT Support	John McKee (Ad Hoc)		N/A

▪ **Approval of Minutes**

- Roxie Hill moved to accept the February 22, 2013 minutes. Jim Binion seconded, motion was approved.

▪ **General Business Report**

- Director of Quality Enhancement (Chair)
 - The Technology VC Annual Action Plan recommendations were approved with an electronic majority vote (7 for). The recommendations were then forwarded to the College Effectiveness Committee. Betsy Harkey reported that there was good discussion and importance placed on the recommendations.
 - Blackboard (Bb) Collaborate trainings will be taking place this summer and into the fall semester. In addition to classroom and online uses, emphasis will also be placed on how Bb Collaborate can be used as a webinar tool. A future meeting will be held using Bb Collaborate to familiarize the committee with the technology.
 - General Updates – for communication purposes, additional technology related positions will be added in this section and will report each meeting.
- Advancement Specialist/Website Support
 - General Updates – Joseph Porciuncula informed the committee that the VC website is now hosted by GoDaddy.com which should decrease the likelihood of down time. Our current CMS, Ektron, will be upgraded May 17th and should include tools for mobile access to the website.

▪ **Technology Planning**

- iPad/Apple TV Purchase Process – iPad requests should go through Donna Turney and Apple TV through Gene Frommelt. Room 306 in Vernon now has Apple TV access.

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- The QERI Survey was emailed to all faculty and staff. Full results will be reviewed in the next meeting.
 - Technology Champions/Mentors will continue to be identified and used in professional development. Results from the QERI survey should help identify need.
 - It was recommended by Criquett Lehman that the Technology Committee pilot a similar QERI process as established by the QEP Implementation Committee. The process will include using existing resources, such as QERI survey, ESCR (End of Semester Course Review), and Run-Biz work tickets, to identify those technologies being used college-wide. A feasibility review will then be conducted. This process will be piloted during the 2013-14 academic year.
 - It was recommended that Greg Fowler be added as a committee member due to his involvement with technology.
- **Updates/Reminders**
- June/July Meeting – Electronic or Bb Collaborate
- **Adjournment**
- Criquett Lehman adjourned the meeting at 10:29 AM.