Tech Council Business	● **Reminder - Boardroom is being remodeled, so we will be meeting in 2/214 on 1/18 and 2/1. (1 min)** ● Review and approve minutes for December 7 meeting (5 min) ● Note taker for today (1 min) ● Jen Steele has stepped down, we are vacate one management position (2 min) ● Any additions to today's agenda? (2 min) ● Status Updates - Tech Council Work Plan 2017 and Tactical Initiatives 2016-2017 (15 mins) **Resources:** **Tech Council Work plan 2017** **Tactical Initiatives - Technology Plan 2016-17**

General Business
Attending:
 	
Recorder:
 	
Quorum (8):
	Planned Topics:
	● Any additional discussion or work done in relation to GroupWise Email? (10 min)
	● Employee Communications Policy Review/Discussion (10 min)
	● Student Communications Policy update (2 min)
	● Unconscious Bias Discussion related to Data - Bill report back? (2 min)
	● Records Management & Archiving - Any update on how other colleges are handling this? (6 min)
	● Student Messaging Gatekeeper (15 min)
	   ○ OrgSync
	   ○ Gmail
	     Of note: Why are colleges so bad at sending email?
	● College ID Card update (15 min)
	● Topics for next meeting (4 min)

Future Topics:	● Digital Signage Guidelines - Work with Alen to develop policy ●
Meeting Schedule (3pm - 4:30pm)	<table><tr><td>October 5, 2016</td><td>October 19, 2016</td><td>November 2, 2016</td><td>November 16, 2016</td></tr><tr><td>December 7, 2016</td><td>December 21, 2016</td><td>January 4, 2017</td><td>January 18, 2017</td></tr><tr><td>February 1, 2017</td><td>February 15, 2017</td><td>March 1, 2017</td><td>March 15, 2017</td></tr><tr><td>April 5, 2017</td><td>April 19, 2017</td><td>May 3, 2017</td><td>May 17, 2017</td></tr><tr><td>June 7, 2017</td><td>June 21, 2017</td><td></td><td></td></tr></table>

Membership for 2016 - 2017:	● CIO for Information Technology (1) – Bill Schuetz (co-chair) ● Division Dean of Academic Technology (1) – Ian Coronado ● Classified (3) – Rodger Gamblin, Denise Brinkman and Robin Geyer ● Faculty (2) – Meredith Keene and John Thompson ● Managers (2) – Tony Sanjume, vacant (1) ● Students (2) – Ken Dinet, vacant (1) ● Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers (chair) ● Recorder: Leanne Guthrie