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| <b>Tech Council Business</b>  | <ul style="list-style-type: none"> <li>● Welcome Back to the Technology Council!</li> <li>● Welcome to our new member - Jen Steele</li> <li>● Leanne will be out occasionally. We have a need for recorder fall term.</li> <li>● Any additions to today's agenda? Additions added to bottom of agenda.</li> </ul>  |
| <b>General Business:</b><br><b>Attendance:</b><br>Barb Barlow Powers<br>Ian Coronado<br>Ken Dinet<br>Rodger Gamblin<br>Robin Geyer<br>Meredith Keene<br>Tony Sanjume<br>Linda Schantol<br>Kyle Schmidt<br>Bill Schuetz<br>John Thompson<br>Guests:<br>Kenny Ascheri<br>Don Patton | <b>Resources:</b><br><a href="#">Tech Council Work plan 2016</a><br><a href="#">Tech Council Work plan 2017</a><br><a href="#">Tactical Initiatives - Technology Plan 2016-17</a><br><br><b>Planned Topics (carried over last meeting in June):</b> <ul style="list-style-type: none"> <li>● Next steps on GroupWise Email Survey - update on <a href="#">results to date</a> <ul style="list-style-type: none"> <li>○ Survey went out to all employees to gauge employee satisfaction in GW and because of concerns regarding faculty using personal email accounts when communicating with students and the use of forwarding Lane email to personal email accounts. This can potentially create a FERPA violation because the Center for Accessible Resources (CAR) send letters of accommodation to instructors via Lane email. Third party email providers have no contract with Lane for protecting the privacy of student information. 392 employees responded to the survey.</li> <li>○ Meredith and Ian held a Teaching online Presentation where a good portion of the presentation consisted of conversation about GW.</li> <li>○ Faculty were underrepresented in the survey</li> <li>○ Can we switch part of our group and leave others with GW? This creates a Directory problem.</li> <li>○ Perhaps do another survey with Representatives of each group (Classified, Faculty, Managers) leading the effort.</li> <li>○ Views may change when student email rolls out. Get a subgroup together after launching gmail for students.</li> <li>○ GW client has a lot of features used by Management and Classified. Perhaps not so much by Faculty.</li> <li>○ Perhaps ask the Deans to ask their Faculty for input and report back to us.</li> <li>○ Make a list of questions we need researched. Present list to Ed Radza to research and then join us at our next meeting. What are the barriers to moving to something new? What is the functionality</li> </ul> </li> </ul> |

between the two? Can we move old email from GW to Google? How hard will this be?

- We need to make a decision about how this will take place, date, etc.
- Subgroup - Ian, Kyle, Barb and Rodger will gather information and bring it back to the group.
- Ken Dinert commented that he would like to have College email. He has had College email at other Colleges he has attended.
- Review [Student Communications Policy](#)
  - Ready to go through other councils at the start of next fiscal year or should we send out now? Motion was made and approved to move this Policy forward.
- Review [Employee Communications Policy](#)
  - We finalized wording and agreed to push it to College Council
- OER subcommittee updates
  - House bill 2871- make courses affordable for students with no or low cost materials. Article 4 states we need to highlight these classes in our course schedule.
  - Over the summer a list was compiled of a no cost to low cost resource courses held at Lane. We need to get this list to the Banner team to load in Banner.
  - Notes are not available in the new course scheduling system. Other problems exist in the new system as well.

**Planned Topics (New):**

- Location for meetings - As we no longer need video conferencing for our meetings perhaps find a new room that will allow round table discussion such as the Boardroom.
- New COPPS Person - Thwing Haven's retirement means we need a new COPPS editing person. COPPS are updated through Drupal. We need someone who can assure consistency. Workload is perhaps a couple hours a week and maybe more for special projects. We decided to move the question to All Council.
- Learning Plan - Learning Council is developing a learning plan and will be sending out a document for review and feedback to each council. More info to follow.

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| <p><b>Future Topics:</b></p>                  | <ul style="list-style-type: none"> <li>● Review Tech Council Work Plan and Tactical Initiatives (15 mins)</li> <li>● Begin development of plans for this year’s work (25 mins)</li> <li>● Unconscious Bias Discussion related to Data</li> <li>● College ID Card</li> </ul>  |                  |                   |  |                 |                  |                  |                   |                  |                   |                 |                  |                  |                   |               |                |               |                |             |              |              |               |  |  |
| <p><b>Meeting Schedule (3pm - 4:30pm)</b></p> | <table border="1"> <tr> <td data-bbox="344 562 659 625">October 5, 2016</td> <td data-bbox="659 562 974 625">October 19, 2016</td> <td data-bbox="974 562 1289 625">November 2, 2016</td> <td data-bbox="1289 562 1563 625">November 16, 2016</td> </tr> <tr> <td data-bbox="344 625 659 688">December 7, 2016</td> <td data-bbox="659 625 974 688">December 21, 2016</td> <td data-bbox="974 625 1289 688">January 4, 2017</td> <td data-bbox="1289 625 1563 688">January 18, 2017</td> </tr> <tr> <td data-bbox="344 688 659 751">February 1, 2017</td> <td data-bbox="659 688 974 751">February 15, 2017</td> <td data-bbox="974 688 1289 751">March 1, 2017</td> <td data-bbox="1289 688 1563 751">March 15, 2017</td> </tr> <tr> <td data-bbox="344 751 659 814">April 5, 2017</td> <td data-bbox="659 751 974 814">April 19, 2017</td> <td data-bbox="974 751 1289 814">May 3, 2017</td> <td data-bbox="1289 751 1563 814">May 17, 2017</td> </tr> <tr> <td data-bbox="344 814 659 877">June 7, 2017</td> <td data-bbox="659 814 974 877">June 21, 2017</td> <td data-bbox="974 814 1289 877"></td> <td data-bbox="1289 814 1563 877"></td> </tr> </table> |                  |                   |  | October 5, 2016 | October 19, 2016 | November 2, 2016 | November 16, 2016 | December 7, 2016 | December 21, 2016 | January 4, 2017 | January 18, 2017 | February 1, 2017 | February 15, 2017 | March 1, 2017 | March 15, 2017 | April 5, 2017 | April 19, 2017 | May 3, 2017 | May 17, 2017 | June 7, 2017 | June 21, 2017 |  |  |
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| <p><b>Membership for 2016 - 2017:</b></p>     | <ul style="list-style-type: none"> <li>● CIO for Information Technology (1) – Bill Schuetz (co-chair)</li> <li>● Division Dean of Academic Technology (1) – Ian Coronado</li> <li>● Classified (3) – Rodger Gamblin, Denise Brinkman and Robin Geyer</li> <li>● Faculty (2) – Meredith Keene and John Thompson</li> <li>● Managers (2) – Tony Sanjume, Jen Steele</li> <li>● Students (2) – Ken Dinet, vacant (1)</li> <li>● Additional members by position (0-4) – Linda Schantol, Kevin Steeves, Kyle Schmidt, and Barbara Barlow Powers (chair)</li> <li>● Recorder: Leanne Guthrie</li> </ul>  |                  |                   |  |                 |                  |                  |                   |                  |                   |                 |                  |                  |                   |               |                |               |                |             |              |              |               |  |  |