Community College *of* Philadelphia

MEETING MINUTES
Technology Coordinating Committee
09-14-2011
2:30 p.m. B2-26
Community College of Philadelphia
1700 Spring Garden Street
Philadelphia, PA 19130

2011-12 Committee Members Present:

Federation Delegates

Eva Agbada	P
Heidi Braunschweig	
Steve Jones	P
Fran Lukacik	P
Craig Nelson	P
Noelia Rivera-Matos	P
Jessica Rossi	P
Melissa St. Pierre	P
Karen Schermerhorn	
Ted Wong	P

Administrative Appointees

Bhavesh Bambhrolia	P
Jody Bauer	P
Gary Bixby	
Bill Bromley	P
SK Calkins	P
Arnold DiBlasi	P
Ellen Fernberger	
Tom Hawk	P
Sam Hirsch	
Peter Margolis	P

Alternates Present:

Administrative Alternates		Federation Alternates	
Diane Kae	P		
Aileen Rollins	P	Ruth Baker	P
Jocelyn Sirkis	P	Frank Bartell	
Jim Spiewak			
(New FLOAT Dean)			

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I. Call to Order
   a. **Jody Bauer**, Co-Chair, called meeting to order at approximately 2:32 pm
II. Attendance
   a. Obtained via signature – see Page 1
III. Announcement
   a. Welcome and introductions by members
IV. Approval of minutes
   a. June 15, 2011 minutes approved with no discussion
   b. Note: All minutes, agendas, and other TCC relevant materials can be found on My CCP/TCC Group
V. Election of 2011-12 Chair
   a. **Jody Bauer** and **Craig Nelson** elected co-chairs by unanimous vote
VI. New Business:
   a. Planning of Agenda for 2011-12 / Topics discussed:
      i. Strategic Plan and Facilities Master Plan are both in progress
      ii. Technology plan expires in 2012 so work needs to start now
         1. TCC members will belong to subgroups that each tackle a different issue
      iii. KINBER project – fiber ring that connects all 14 PA community colleges
      iv. Use of outside vendors for teaching and learning purposes (i.e., publisher sites, My Math Lab, My IT Lab, etc.) Examples of concerns include: How do 3rd party vendors use student information? How secure is data and for how long (i.e, if a student challenges a grade)? Is confidentiality assured? What happens when students have problems with logging on? Individuals on campus plan to create guidelines and agreements related to these issues with publishers but Technology Plan might address also
      v. Classrooms of the future subgroup formed last year should continue to gather information relevant to the topic
      vi. CMS selection process – **Peter Margolis** is leading a committee and plans to present information to TCC early this semester.
      vii. Likelihood of students all having tablets
         1. Noted that Comcast is offering low cost internet and vouchers towards computer purchase to low-income families with children in K-12.

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    viii. Questions about screening students when taking online courses (i.e., computer literacy skills)

    ix. Resource 25: Resource allocation tool to assist with efficient scheduling of rooms; deadline to implement trial per Dr. Curtis is 1/1/2012; go live date of summer 2012

VII.   Adjournment

    a. Meetings will be 3rd Wednesday of each month at 2:30 pm in B2-26

    b. Send agenda items to **Craig Nelson and Jody Bauer**

    c. Next meeting October 19, 2011 @ 2:30 in room B2-26

    d. Meeting Adjourned at approximately 3:55 pm