

Community College *of* Philadelphia

TECHNOLOGY COORDINATING COMMITTEE MINUTES

MEMBERS: AVP IT, Rikki Bardzik, Latoya Bond, William Bromley, Cory Budden, Pam Carter, Sonny Chang, En Davis, Susan Hauck, Marsia Henley, Beth Hicks, Allan Kobernick, James Landers, Gim Lim, Calion Lockridge, Fran Lukacik, Roger Miller, Will Miller, Sean Morris, Mavis Pogue, Eric Shannon, Yusefa Smith, Jason Stein, Kelvin Veale, Chris Wieman, James Zelenak

ATTENDEES: Rikki Bardzik, Cory Budden, Pam Carter, Sonny Chang, En Davis, Susan Hauck, Marcia Henley, Beth Hicks, Allan Kobernick, James Landers, Calion Lockridge, Fran Lukacik, Roger Miller, Will Miller, Sean Morris, Mavis Pogue, Eric Shannon, Yusefa Smith, Jason Stein, Chris Wieman

Agenda: 10.21.2020 | 2:30p | Zoom Meeting

- I. Call to Order
 - a. Meeting was called to order by Dr. Pam Carter at 2:32pm
 - b. Everyone present introduced themselves to the group

- II. Attendance was taken

- III. Approval of May 20, 2020 Minutes
Sue Hauck asked for clarification.
Under Tech Update regarding the changes that need to be made in Banner. The clarification was that Sync needed to be visible in Banner.
 - a. Motion to accept minutes – 1st Sue Hauck 2nd Mavis Pogue and approved unanimously

- IV. Old Business
 - a. Pam Carter provided an overview of the major projects worked on by the TCC during the 2019-2020 academic year: an updated college-wide Technology Plan and the Standards for Distance Education Courses policies with specific emphasis on facilitating the use of synchronous online classes at the College.

- V. New Business: November Meeting
 - a. Election of the TCC chair/co-chairs and secretary positions took place. Allan Kobernick made a motion for Pam Carter and Mavis Pogue to serve as co-chairs, and Calion Lockridge seconded the motion, which passed with a unanimous vote. Fran Lukacik volunteered to serve as Secretary, which received unanimous support.

- b. Pam Carter proposed the next step for committee members is to look at the sub-committees and indicate your choice of the sub-committee(s) that you would like to be a member.
 - i. Email your selection(s) to Pam Carter and Mavis Pogue before the next meeting.
 - ii. Each sub-committee should develop recommended technology goal action items for each goal as related to their sub-committee topic.
 - iii. Currently recommended goals are aligned with the pillars of the Strategic Plan.
- c. Pam Carter asked committee members to review the Standards for Distance Education Courses
 - i. Identify necessary updates
 - ii. Bring proposed updates to the November meeting

VI. Miscellaneous

- a. Sue Hauck identified that as a committee we need to look at diversity, equity, and inclusion. Sub-committees should consider these important issues in sub-committee work.
 - i. En Davis added that access needed to be included as well.
 - ii. Pam Carter indicated that senior leadership is looking into these topics for the CCP Strategic Plan. They may be incorporated into the current plan or become another pillar. Pam Carter will investigate and report back to the committee with a recommended way to proceed.
- b. Will Miller commented that we have all learned a great deal from the pandemic especially in regards to access to technology and the Internet. He suggested that as we revise plans and policies that the committee should address and include these issues in future revisions.
- c. Will Miller also recommended that as a committee we need to set a firm deadline for the finalization of the Technology Strategic Plan to be this academic year, 2020-2021.

- VII. Adjournment, 3:20 pm
Motion: Calion Lockridge
Second: Mavis Pogue