



I. Charge/Mission

The Technology Committee is a participatory governance committee with the following charge:

- Provide recommendations to enhance, improve and expand electronic communications to all campus users
- Recommend policies and procedures regarding campus technologies
- Monitor the adequacy of technology platforms to support students, faculty, and staff
- Develop a campus-wide technology plan and provide oversight for plan implementation and success

II. Composition

Committee Membership: 1 appointed by position and 6 reps appointed per AP 1201.

Co-chairs: Chief Information Systems Officer, Faculty representative

Voting Members (7)

- Chief Information Systems Officer
- Faculty representatives (2)
- Classified representatives (2)
- Management representative
- Student representative

Resource Partners (non-voting)

- As needed

Operating Procedures

I. Process

- a. The Technology Committee serves to develop and recommend updates to the Technology Master Plan, to monitor the adequacy of technology platforms, and provide recommendations to enhance, improve and expand electronic communications to all campus users.
- b. The Committee meets twice monthly to review current plan outcomes (observations, qualitative and quantitative data) and makes recommendations to the College Council regarding what technological advances are working/are necessary to make a difference for staff workplace and educational processes and outcomes.

II. Meetings

- a. Meetings are held on the second and fourth Monday, 3:00 – 4:00 p.m. Additional meetings may be called as needed.
- b. Online meetings are open to the campus community.
- c. The meeting link will be posted and the minutes will be posted within Teams.

III. Designees, Alternates and Term of Appointment

- a. Appointed members are expected to serve for two years.

IV. Decision Making/Recommendations

Whenever possible the committee makes its decisions by consensus. If consensus is not reached, then decisions are made by majority vote.

- a. The Chief Information Systems Officer will help facilitate the planning process with the Technology Committee, who will present the initial Technology Plan to College Council for review by constituent groups.
- b. College Council recommendations are sent to the College President.
- c. The Technology Committee will monitor operationalization of the plan.
- d. The Technology Committee Co-chairs will be responsible for making sure required reports are completed and plans submitted timely.

V. Communications

- a. The chairs make regular reports to the College Council.
- b. Meetings will be held online; the link will be posted.
- c. All meeting materials are posted online.

Plan Linkages

- 1. ACCJC Accreditation Standards: TBD**
- 2. Educational Master Plan: TBD**
- 3. Technology Master Plan: TBD**

Committee actions to support the ACCJC standards and College EMP strategies are documented in each annual assessment.