



**MINUTES**  
**Technology Planning Committee**

**Tuesday, October 6, 2015**  
**12:50 – 1:50 P.M.**  
**Building 900, Room #901**

**MEMBERSHIP**

Jeff Enz - Administrative Representative (Chair)  
(vacant) - Administrative Representative  
Jeff Cantwell – Chair of B.U.G, CMCA Representative  
Allison Brock – Faculty Representative  
Mark Duva – Faculty Representative *absent*  
Gaylla Finnell – DE Coordinator  
Adriana Sano - CMCA Representative  
Martha Olea – Classified Representative *absent*  
Dixie Krimm – Classified Representative  
(pending) - ASG Representative *absent*  
(pending) - ASG Representative *absent*

Recording Secretary: Angie Gallo

**I. WELCOME**

Brief introduction into Mirroring 360 was provided by Jeff E and Omar. It is currently available on about 70 of the 120 lecterns on campus. Gaylla also provided a Canvas update including online courses will be on Canvas starting in the spring. October 21<sup>st</sup> is the first state wide conference for the OEI and Gaylla along with an I.T. rep (Jeff E) will be in attendance.

**II. ACTION ITEMS**

- a. Approval of September 1, 2015 Committee Minutes**  
Minutes approved as presented.

**III. DISCUSSION ITEMS**

- a. Campus Printing**  
RFP is still in process. Printers and copiers were placed in 3 strategic places on campus; Reprographics, Library, and 3 employee desks in the business Services Office. These are being used as test printers to compare quality and quantity of the machines. There is free printing in the library on the 3 machines located there. Encouraging students to use the test machines to save them money and also to get feedback on their preference of machine. The suggestion of using a pre-printed survey to collect student feedback was discussed as possibly being more effective.

**b. Audio Visual update**

ATLAS was very good to audio visual. Classrooms 2721, 2722, and the lecture hall 2734 were just recently completed. The faculty assigned to those classrooms worked with I.T. to allow access into the classrooms for the installations. Block grant funding will be used to complete classrooms 2723, 2724, and 2726. I.T. is also aware that there are projectors that are starting to go out and is working on finding a solutions for the funding of the refresh of that equipment.

**IV. ADJOURNMENT**

**Meeting adjourned at 1:35 pm.**