

**Modesto Junior College**  
**College Technology Committee**  
**September 19, 2017**

<b>Members</b>	<b>Present</b>	<b>Absent</b>
<b>Jenni Abbott</b> , Director, Planning & Grant Development		√
<b>Al Alt</b> , Vice President of College & Administrative Services	√	
<b>Nancy Backlund</b> , Professor, Office Administration	√	
<b>Joshua Brown</b> , Instructional Support Technician, Allied Health		√
<b>Arnold Chavez</b> , Director, Great Valley Museum	√	
<b>Juan Garcia</b> , Instructional Support Specialist, Allied Health		√
<b>Michael Garcia</b> , Instructional Support Technician	√	
<b>Scotty Gonser</b> , Instructional Support Specialist		√
<b>Ryan Guy</b> , Instructor, Communication Studies		√
<b>Joshua Hash</b> , Network/Telecommunications Manager		√
<b>Lisa Husman</b> , Executive Secretary (Recorder)	√	
<b>Michael Leamy</b> , Librarian		√
<b>Patrick Pimentel, Sr.</b> , Director, Technology Services		√
<b>Danise Rapetti</b> , Professor, Nursing		√
<b>Joshua Sigman</b> , Front End Web Developer		√
<b>Michael Smedshammer</b> , Course Design Coordinator	√	
<b>Emily York</b> , ASMJC Student Representative	√	
<b>John Zamora</b> , Professor, Computer Science	√	

**I. Call to Order/Introduction**

Al Alt called the meeting to order at 2:10pm. Introductions were done for our new members.

**Action Item:**

**II. Review and Approval of Minutes – 09/05/17**

**There was consensus from the committee to approve the minutes.**

**Informational Items:**

**III. Re-evaluate Survey Results**

There was consensus at our last meeting to re-send the end of year survey in order to collect additional feedback. The feedback was reviewed by the council. There was discussion regarding the verbiage in question #3: Membership of the College Technology Committee has been static and consistent. It was unclear if “static” was a positive or negative term and if we should continue to use that word. The committee agreed that there should be an annual call-out to constituency groups for new members that may be interested. There was agreement to send out the survey and the request for members at the end of March so results would be in prior to the end of each spring semester.

**IV. Education Master Plan**

The members of the Education Master Plan report out to the different councils. The College Technology Committee will be pro-active in the EMP and it will become part of the College Technology Committee’s goals. With our committee being thoughtful and engaging in continuous improvement, we will discover where our cross-overs

are with the EMP. We will revisit this later in the year to identify actionable items to achieve our goal.

AI assured the committee, that we'd send out the link to the Education Master Plan and the College Technology Plan.

**V. College Tech Plan Sub-groups**

The committee will address this as an action item at the next CTC meeting.

**VI. Accreditation Visit (Questions)**

AI assured the committee that his reasoning for addressing this agenda item, is not to tell them how to answer questions but to advise them of examples of questions they may receive. He advised the committee to be honest and answer the questions in their own way. If they don't know the answer to something, it's ok to say you don't know that answer and also being able to refer the team to where the answer can be found.

AI advised that the Accrediting Team is working on a basis of good faith. Their visit is to confirm what's written in our Institutional Self Evaluation Report (ISER). AI also relayed not to be offended or concerned if you were supposed to meet with the team but your appointment is cancelled. That normally means the answer to their question has already been found in prior meetings.

**VII. Standing Reports**

**A. Michael Smedshammer, Distance Education**

The first Distance Education meeting was 9/13/17. The focus will be revising the Distance Education plan and marketing our Distance Education program based on the Chancellor's discussion.

There was a problem when placing the accreditation team members into the canvas course shell, they appeared to faculty that four strangers not known to them appeared on their roster.

Respondus Lockdown browser is actively being installed in labs starting in Glacier Hall.

**B. Joshua Sigman, Front End Web Developer**

Unavailable for a report.

**C. Patrick Pimentel, Sr., Technology Services**

Unavailable for a report.

**Next meeting:** October 17, 2017 2:00pm – 4:00pm,  
Center for Advanced Technologies, 262