

## Goals and Objectives Identified by CTC for Technology Plan Revision

<b>1) Training</b>				
<b>GOAL 1: Ensure faculty and staff receive adequate training and professional development in order to assure successful implementation and utilization of technologies</b>				
<b>OBJECTIVES</b>	<b>Outcome/Method</b>	<b>Timeframe</b>	<b>Responsible</b>	<b>Evaluation</b>
1.1 Identify persons able to conduct technology training	Current, published list of people and associated areas of expertise (from job descriptions, surveys, volunteers)			
1.2 Develop, administer, and evaluate technology training needs assessments	Prioritized list of needs (recommend interpersonal contact w/divisions)			
1.3 Design, deliver, and assess technology trainings to develop a culture of technology competency  a) Develop a “Technology Institute” or training workshops where stakeholders can explore new ideas  b) Create a centralized repository website for technology-related resources (Lynda.com)	Publish recommended technology resources through regular communication  Plan and host an annual Technology Institute and monthly workshops  Links and recommendations for training on CTC webpage			

## 2) Procedures

### **GOAL 2: Establish procedures for the evaluation, adoption, and proper resourcing of campus technologies**

OBJECTIVES	Outcome/Methods	Timeframe	Responsible	Evaluation
<p>2.1 Maintain the College Technology Committee (explore co-chair model)</p> <ul style="list-style-type: none"> <li>a) Serve as advisory committee to all campus constituents with technology needs</li> <li>b) Host reports from technology point people and constituency groups regarding projects, inventory, and life cycles</li> <li>c) Receive regular updates from and provide feedback to District ITS on technology inventory and projects</li> </ul>	<p>Recommendations and reports made to college councils, Academic Senate, divisions, and others</p> <p>Agendas and minutes that reflect constituent reports</p> <p>Agendas and minutes that reflect YCCD ITS reports</p>			
<p>2.2 Plan, review, and recommend technology-related decisions to RAC, College Council, District Technology Advisory Committee (DTAC), and college constituents</p> <ul style="list-style-type: none"> <li>a) Prioritize technology resource allocations based on Program Review</li> <li>b) Provide input for technology project priorities to YCCD and MJC and communicate status to college stakeholders</li> <li>c) Identify process for requesting standard computing needs (multiple tiers)</li> <li>d) Assist the Grant Development Office in evaluating technology as needed</li> </ul>	<p>Prioritized list and recommendations related to Program Review resource requests</p> <p>List of ongoing projects with status updates, communicated to the college and to DTAC</p> <p>Published process, rubric and funding for stakeholders to request computers</p> <p>Grant proposal with documented technology needs</p>			

<b>Procedures (cont.)</b>				
<b>OBJECTIVES</b>	<b>Outcome/Measure</b>	<b>Timeframe</b>	<b>Responsible</b>	<b>Evaluation</b>
<p>2.3 Establish a timeline and process for regular technology needs and assessments</p> <p>a) Gather feedback from college stakeholders about technology needs and use</p> <p>b) Set annual goals that support strategic plan and EMP objectives; provide annual reports [to College Council]</p> <p>c) Identify potential funding sources for campus technology needs</p> <p>d) Partner with YCCD ITS to develop a “proof-of-concept” process for introducing new technologies on a small scale before adopting campus-wide</p>	<p>Findings from a campus-wide technology survey</p> <p>Published list of annual CTC goals and objectives; published reports of progress to College Council</p> <p>Current list of funding sources and their priorities and requirements</p> <p>Project proposals are communicated and evaluated</p>			
<p>2.4 Identify and evaluate inefficiencies, gaps, and emerging technologies</p>	<p>Campus survey results and CTC minutes</p>			

### 3) Standards

**GOAL 3: Develop and maintain minimum technology standards for hardware, software and support.**

<b>OBJECTIVES</b>	<b>Outcome/Methods</b>	<b>Timeframe</b>	<b>Responsible</b>	<b>Evaluation</b>
3.1 Partner with YCCD ITS to develop standards for campus technology: a) Hardware – desktop computing for multiple tiers b) Software/Licensing c) Support	Published list of standards for hardware, software, licensing and support  Current inventory list of basic computer equipment			
3.2 Work with the DE Committee to support technology-enabled learning	Mutual reports and workgroups between DE and CTC committee			
3.3 Identify replacement schedule for general computing needs	Published replacement schedule for general computing needs			

#### 4) Resources

##### **GOAL 4: Work with YCCD ITS to establish a budgetary framework for sustaining existing technology and integrating new technologies**

OBJECTIVES	Outcome/Methods	Timeframe	Responsible	Evaluation
4.1 Include a line item in the budget for new and replacement technologies and that considers the total cost of ownership  a) Seek financial resources for technology from external resources including grants	Line item  Identified list of resources and submitted grants			
4.2 Identify high-demand software; track existing software  a) Identify sustainable solutions for software b) Identify potential funding sources for group licenses	Current list of software shared by YCCD ITS  Software licensing plan is published; Responsible person(s) identified who coordinate software requests			
4.3 Develop process with RAC to prioritize technology requests	Documented process for prioritization			

### 5) Model in the CCC System

**GOAL 5: Become a leader in the CCC System in providing students with adequate access to training, support, and current learning technologies, and the necessary skills required in a technology-based society**

OBJECTIVES	Outcome/Methods	Timeframe	Responsible	Evaluation
5.1 Provide student access to technology that fits the varied lifestyle of a diverse student population	Identified and published resources for students			
5.2 Support technology competency for MJC students, including the use of technologies in careers	Approaches identified that contribute to technology competency			
5.3 Develop single sign-on for students to simplify access to resources	Student portal developed			