To: **Technology Task Force**
Subject: **Agenda 9-30-09**

1. Banner/EIS Report (Hueg/All)

2. Web site update (Hueg)

3. Wireless and multimedia implementation (Luciw)

5. Technology Plan Discussion: Vision, goals and timeline. (Hueg/All)

6. Discussion and follow up items:
      6a. Electronic storage space for faculty.
      6b. Committee on Online Learning (COOL) and relationship to Tech Task Force
      6c. Tech Task Force function and role in new planning structure.

Minutes from August 31 Meeting
Attendees: Judy Baker, Kurt Hueg, Sharon Luciw,

1. Technology Plan:
   Foothill College will publish a campus technology plan in the 2010 academic year, as part of the college's new masterplan. Hueg reviewed the last two Foothill College technology plans (2003-2004 and 2005-2006) with attendees and discussed the content of those plans, which focused on each academic division providing an accounting of its technology needs, purchases and implementations.

   The Committee discussed its interest in drafting a more comprehensive technology plan, which would focus on goals and vision around where Foothill wants to be as a campus. The plan should focus on the experience we want students and faculty to have in the classroom and in campus environments, and how technology facilitates that. In addition, the plan should address the level of online learning that it expects to support, such as 20 percent of total instruction. Following the meeting Judy Baker shared numerous resources for technology plan best practices.
   Hueg will ask for participation from the Tech Task Force to create a planning group for drafting the new technology plan at the next meeting.

2. Wireless Update: Wireless has been installed in the Student Services Building and the Toyon and Altos rooms. The next priority is the 3000 classroom cluster, followed by the 4000 cluster, Luciw reported.

3. Banner EIS: Foothill College is being asked to increase its participation on EIS and Banner committees. Hueg has addressed the issue with Foothill Cabinet and managers will be prioritizing EIS trainings and other meetings for staff. Sue Gatlin will be

joining the instruction core team, along with Eloise Orrell, and Lydia Hearn from De Anza.

Minutes from July 30 Meeting
Attendees: Judy Baker, Kurt Hueg, Sharon Luciw, Carleen Bruins, Shelley Schreiber, Mark Anderson

1. Foothill Web Site
The new Foothill Web site homepage was reviewed. Hueg reported that all constituency groups have had the opportunity to provide feedback on the design and feedback has been very positive. Some individual departments have asked that their department be added as a link from the homepage. Hueg reported that the number of links from the homepage will not be increased and that any new additional links will come at the cost of something else being removed. This is to avoid the current situation on the homepage, where there is too much information and little clarity. The Tech Task Force will review such requests in the future and be the clearinghouse for suggested changes to the homepage.

2. Wireless: Sharon Luciw reported that wireless is now installed at Middlefield and in the Student Services Building.