



Institutional Technology Group (ITG)

2nd & 4th Thursdays 9-10:30am

Zoom Meeting: <https://santarosa-edu.zoom.us/j/82257892293>

Agenda for May 9, 2024

Committee Members Present:	
Agenda Item	Description
Kevin Snyder (Co-Chair), Mary-Catherine Oxford (Co-Chair), Vanessa Luna Shannon, Stephanie Jarrett, Eve Miller, Heather Adams, Amy Flores, Q McQuaig, Greg Wycoff, Denise Cooper, Alexis Pulos, Vayta Smith, Mike Roth, Orlando Raola	
Approval of Minutes	Approve meeting notes from 04/25/2024.
Assessment Plan Components	Discuss and agree on draft assessment plan components. Draft assessment plan components: <ul style="list-style-type: none">• ITG pulls PRPP reports of requests linked to tech plan goals annually.• Annual report compiled and published by ITG- Data gathered by PRPP, crucial that Tech Plan goals can be linked to PRPP• ITG communicated with departments to compile action related to Tech Goals.• Survey, or other mechanisms, to assess the goals that are not covered by PRPP
Review Approval Process for Tech Plan	Proposed approval process for Tech Plan: <ul style="list-style-type: none">• Finalize components of the assessment plan• Kevin and MCat add approved sections to the draft Tech Plan• Complete draft is sent out via email on May 13• The deadline for committee comments and approval is Friday, May 17
Next Meeting	Thursday, August TBD