Minutes for October 26, 2023

Committee Members Present:	
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	
Agenda Item	**Description**
Approval of Minutes	Approve meeting notes from 10-12-23. Unanimously approved
Update on Recommended ITG and IELM 2023 funded projects	Kevin and Mary-Catherine are scheduled to present these requests to Cabinet on Wednesday, October 25th. Request approved by cabinet; spreadsheets were sent via email showing the specific items that were approved.
Refining Draft Objectives	Share SMART Objective Resources - Shared University of California: How to write SMART Goals. In Teams. 10 Minutes were given to review this document. - Do we have an analysis of how students are actually using technology? - What data is publicly available through student surveys and identify what data (blind spots) are in the data to make informed goals and decisions. - https://research.santarosa.edu/surveys-reports - https://fact-book.santarosa.edu/public - Categorize needs in searching for data, classroom needs, -- compiling a request from a time period to be used as a resource - How are we going to prioritize objectives in the tech plan? We can enhance our tech plan by having prioritized goals. clarify since everything wants to be done in 5 years, do we call out if we want to do things faster within 5 years? However, this document doesn't necessarily need to be prioritized because it is a 5-year plan where everything, in theory, is important and needs to be done in 5 years. Large walkthrough revision of one draft objective.

	• To strengthen the methodology, the large walkthrough revision of one draft objective was amended to spend time looking at objectives to identify the data needed.
	
	Tech Plan Goals (NEW District Objectives).docx
	
	Data Questions on Tech Plan Goals Breakout Groups:
	    Strategy 1 (Room1): Mary-Catherine, Eve Miller, Amy Flores, Orlando Raola
	• Mechanism to measure success in Modalities
	• Academic software inventory and assessment, what is exists
	    Strategy 2 (Room 2): Vanessa Luna Shannon, Heather Adams, Greg Wycoff, Denise Cooper, Vayta Smith
	• How many classrooms do we have currently, how much to create, and what is the need to build more
	• What are the current unmet needs of students? Where are the dead spots for WIFI and cell, why, and how do we fix them?
	    Strategy 3 (Room 3): Kevin, Stephanie Jarrett, Q McQuaig, Alexis Pulos, Mike Roth
	• Information on how tech is being used. Is there a need for hot spots?
	• What is the job market for tech skills? What skills do students need to learn?
	• How do students know if they wandered off the WIFI grid?
	• How do we support students in underrepresented languages?
	
	Next Steps:
	• Kevin and MCat are going to follow up on data questions and seek help from IERP in finding the data that will help inform our SMART goals.

Next Meeting	November 9th – Continue Revision of Tech Plan Objectives