



Institutional Technology Group (ITG)

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

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

Minutes for April 25, 2024

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 04/11/2024. Unanimously Approved
Update: Purpose Statement and Guiding Principles	The Purpose Statement and Guiding Principles have been added to our draft document: Technology Master Plan 2024 -Draft.docx
Review Tech Plan Mapping	Draft table draft of SRJC plan mapping: Tech Plan Mapping Table . Reviewed and discussed input from the committee before adding it to the Tech Plan Draft Document. Decided that we wanted to Change the layout of the mapping table to landscape to make the narrative readable.
Review Draft Goals	Small Group Work to Review the Draft Goals . Review and discuss the draft goals before adding it to the Tech Plan Draft Document. Added this agenda item after identifying its need. Spent 25 minutes reviewing and editing within the Shared Draft Goals Document. Mary-Catherine and Kevin will re-draft based on comments, questions, and feedback.
Start work on “Assessment and Review” Section of the plan Saved this agenda item for the next meeting.	Small Group work to start to identify examples and important components. Group Directions: <ul style="list-style-type: none"> Identify 1-2 ideal examples from Example Plans Come up with important bulletpoints for Kevin and M-Cat to include in a draft that will be reviewed at May 9th meeting. Email Kevin and M-Cat link your group’s information

Next Meeting

Thursday, May 9, 2024