



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:	
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 04/25/2024. Unanimously Approved.
Updates	<ul style="list-style-type: none"> • Katie Lam now working in Curriculum Office. Shauna Hagerman will provide administrative support as needed. • We will be going back to Notes rotation
Assessment Plan Components	<p>Discussed and agreed on draft assessment plan components.</p> <p>Draft assessment plan components:</p> <ul style="list-style-type: none"> • ITG agrees to pull 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 <ul style="list-style-type: none"> ○ This group is generally in favor, it hold SRJC more accountable when it comes to technology planning ○ Commit to an annual report vs annual assessment while we learn this new process/method <ul style="list-style-type: none"> ▪ Members want to be cognizant of added work load an assessment would bring • ITG will communicate with departments to compile actions related to Tech Goals. • Discussed a survey, or other mechanisms, to assess the goals that are not covered by PRPP
Review Approval Process for Tech Plan	<p>Proposed approval process for Tech Plan:</p> <ul style="list-style-type: none"> • Finalize components of the assessment plan • Kevin and MCat add approved sections to the draft Tech Plan

Next Meeting

Thursday, August TBD