



Institutional Technology Group (ITG)

2<sup>nd</sup> & 4<sup>th</sup> Thursdays 9-10:30am

Zoom Meeting: <https://santarosa-edu.zoom.us/j/89739224421>

**Notes for September 12, 2024**

<b>Committee Members Present:</b>	
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, Connor Murray, Kyle Wallstrum	
<b>Agenda Item</b>	<b>Description</b>
Approval of Minutes	Unanimous approval of notes from May 9, 2024.
Update: Strategic Plan Process for District	<p>Reviewed Management Team Institutional Effectiveness Presentation from 8/9/24: <a href="#">Institutional Effectiveness - Management Team Retreat - August2024.pptx</a></p> <p>Tech Plan will be brought forward after Strategic Plan Action Items are developed – expectation of completion is Spring 24. Committee question – with Tech Plan on hold, what should the committee work on after ITG allocations. Co-chairs will add this to the October committee agenda : Review charge and identify next projects/tasks.</p>
ITG Review of PRPP Requests	<p>Breakout groups</p> <ol style="list-style-type: none"> <li>1. Q*, Kevin*, Orlando, Alexis, Vanessa, Steph, Heather, Kyle (Reviewed Items 1-10)</li> <li>2. Mike*, M-Cat*, Greg*, Vayta, Denise, Amy, Eve, Connor (Reviewed items 11- 18)</li> </ol> <p>*Committee Members with editing access that will add notes and make changes to spreadsheet</p> <p>Resources in ITG Team Site:</p> <ul style="list-style-type: none"> <li>○ PRPP Narratives: <a href="#">PRPP 2024 Section 2.4b Rationale.pdf</a></li> <li>○ Spreadsheet: <a href="#">ITG - IELM Requests 2024.xlsx</a></li> <li>○ ITG Committee Member Guidance for Reviewing Requests: <a href="#">ITG Request Review Checklist (living doc).docx</a></li> </ul>
Next Meeting	Thursday, September 26, 2024

Note Taker Rotation List Alphabetical:

- ~~Mary-Catherine Oxford~~
- Amy Flores
- Eve Miller
- Orlando Raola
- Mike Roth

Heather Adams  
Greg Wycoff  
Vayta Smith  
Denise Cooper  
Stephanie Jarrett  
Alexis Pulos  
Vanessa Luna Shannon  
Q McQuaig

