



Technology Planning & Policy Council (TPPC)

Charge: <https://intranet.gcccd.edu/tppc/default.html>

Minutes

October 16, 2024

10:30am – 11:30am

<https://gcccd-edu.zoom.us/j/81699896221>

Council Members

Name	Title	Attendance
Kerry Kilber Rebman	Associate Vice Chancellor, Technology (Chair)	<input checked="" type="checkbox"/>
Barbara Gallego	Associate Vice Chancellor, Educational Support Services	<input checked="" type="checkbox"/>
Agustin Albarran	Vice President, Academic Affairs, Grossmont College	<input checked="" type="checkbox"/>
Jeanie Machado Tyler	Vice President, Instruction, Cuyamaca College	<input checked="" type="checkbox"/>
Nicole Salgado	Vice President, Administrative Services, Grossmont College	<input type="checkbox"/>
Sheree Stopper	Vice President, Administrative Services, Cuyamaca College	<input checked="" type="checkbox"/>
Courtney Willis	Vice President, Student Services, Grossmont College (representative)	<input checked="" type="checkbox"/>
Victoria Marron	Vice President, Student Services, Cuyamaca College	<input checked="" type="checkbox"/>
Tate Hurvitz	Dean, Learning & Technology Resources, Grossmont College	<input checked="" type="checkbox"/>
Jessica Hurtado Soto	Dean, Learning & Technology Resources, Cuyamaca College	<input checked="" type="checkbox"/>
Carl Fielden	Faculty Representative, Technology Committee, Grossmont College	<input checked="" type="checkbox"/>
Vacant	Faculty Representative, College Technology Committee, Cuyamaca College	<input type="checkbox"/>
Vacant	Classified Staff Representative, Technology Committee, Grossmont College	<input type="checkbox"/>
Amber Toland Perry	Classified Staff Representative, College Technology Committee Cuyamaca College	<input checked="" type="checkbox"/>
Vacant	Classified Staff Representative, District IT	<input type="checkbox"/>
Gaby Trujillo	Student Representative	<input type="checkbox"/>
Leif Christiansen	Research & Planning Representative	<input checked="" type="checkbox"/>
Nicole Young	Recorder	<input checked="" type="checkbox"/>

Meeting Objectives
1. Finalize recommended changes to Charge & Composition
2. Review BPs and APs
3. Review District Technology Plan
4. Review Prioritized Project List for alignment with Guiding Principles
5. Establish Annual Goals

Agenda Item	Notes
A. Revised Charge & Composition	<p>Kerry reviewed the updated charge and composition with the council members. She shared that we tried to capture all comments and suggestions agreed upon at the September meeting. There was discussion around how to better define the relationship between the Technology Operations Group (TOG) and the council. It was suggested to add a function around creating and maintaining the rubric that TOG uses to prioritize projects.</p> <p>There was agreement among members to accept the changes from the last meeting and add the new function regarding the rubric. In addition, members agreed to start meeting in person spring 2025 with the February meeting at Cuyamaca College. Location will alternate between the campuses. The updated version will be sent out as soon as possible so that members can gather input from their constituents one last time with the goal of making a final recommendation for changes at the November meeting.</p>
B. Board Policies and Administrative Procedures	<p>Kerry reminded the council of the BPs and APs that need to be reviewed this year. A message will be sent out as soon as possible after the meeting so that members can take the BPs to their constituents for feedback and report back to TPPC for review and updating by the February meeting. The goal is to finalize any recommended changes to BPs and APs before the May 2025 council meeting. Tate and Jessica will also take both the BPs and APs to their college technology committees for input. Kerry will create small work groups based on subject matter expertise to update the APs.</p>
C. Annual Review of District Technology Plan	<p>Kerry reviewed the District Technology Planning and Guiding Principles document with the members, highlighting the goals. It was suggested that all prioritized projects be aligned with this plan for monitoring progress. Kerry will check as to whether a field can be added in Jira to help track this and show which goals each project aligns with.</p>



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Agenda Item	Notes
D. Review Snapshot of Prioritized Project List -	This topic was addressed in item C.
E. 2024-2025 Council Goals	<p>2024-2025 Goals:</p> <ol style="list-style-type: none">1. Establish strong communication with TOG.2. Collaborate with TOG to update the Rubric.3. Provide detailed guidance to members on what needs to be communicated to constituent groups, what feedback is requested and by when.4. Review and Revise AP's and BP's for final approval by May 2025. <p>As of the 2023-2024 academic year, all council chairs provide an update to DEC at each meeting. Kerry made a note to ensure she is also bringing any feedback from DEC back to the council.</p> <p>It was suggested that this group offer assistance with creating policy around AI. Kerry noted that the Chancellor plans to create a taskforce for AI in the spring. Members agreed to wait for guidance from this group.</p>

Next Meeting Date: November 20, 2024 via Zoom.

In- Person meetings will begin February 2025 as follows:

- **February: Cuyamaca College**
- **March: Grossmont College**
- **April: Cuyamaca College**
- **May: Grossmont College**

Charge:

Provides vision, strategy, policy and planning recommendations for the adoption, implementation and maintenance of technologies with an equity-minded focus. Serves in an advisory capacity to the District Executive Council. The council also provides the following:

- Development and monitoring of the districtwide Information Technology Plan for enterprise systems, administrative computing, and instructional technology
- Communication on the status of the Technology Plan and strategic priorities to stakeholder groups and existing councils and committees
- Communication and guidance to the Technology Operations Committee (TOC) regarding districtwide technology projects and priorities
- Communication and guidance to the College Technology Committees regarding technology initiatives
- Quarterly updates to the District Executive Council