**Technology Planning & Policy Council (TPPC)**

**Charge:** https://intranet.gcccd.edu/tppc/default.html

**Notes**

November 20, 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) |  |
| Barbara Gallego | Associate Vice Chancellor, Educational Support Services |  |
| Agustin Albarran | Vice President, Academic Affairs, Grossmont College |  |
| Jeanie Machado Tyler | Vice President, Instruction, Cuyamaca College |  |
| Nicole Salgado | Vice President, Administrative Services, Grossmont College |  |
| Sheree Stopper | Vice President, Administrative Services, Cuyamaca College |  |
| Courtney Willis | Vice President, Student Services, Grossmont College (representative) |  |
| Victoria Marron | Vice President, Student Services, Cuyamaca College |  |
| Tate Hurvitz | Dean, Learning & Technology Resources, Grossmont College |  |
| Jessica Hurtado Soto | Dean, Learning & Technology Resources, Cuyamaca College |  |
| Carl Fielden | Faculty Representative, Technology Committee, Grossmont College |  |
| Vacant | Faculty Representative, College Technology Committee, Cuyamaca College |  |
| Dawn Heuft | Classified Staff Representative, Technology Committee, Grossmont College |  |
| Amber Toland Perry | Classified Staff Representative, College Technology Committee Cuyamaca College |  |
| Vacant | Classified Staff Representative, District IT |  |
| Gaby Trujillo | Student Representative |  |
| Leif Christiansen | Research & Planning Representative |  |
| Nicole Young | Recorder |  |

| **Meeting Objectives** |
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| 1. Finalize recommended changes to Charge & Composition |
| 1. Review BPs and APs |
| 1. Review Prioritized Project List for alignment with Guiding Principles |
| 1. Establish Annual Goals |

| **Agenda Item** | **Documents / Information** |
| --- | --- |
| 1. Constituency Feedback on Revised Charge & Composition | Kerry asked for feedback on the revised charge and composition. Members will gather feedback from their constituents so that we can finalize any recommended changes at the February meeting. |
| 1. Reminder: Constituency Feedback on Board Policies (BP) due for February 19 meeting | Kerry reminded the council members of the BPs that need to be addressed this year. The goal is to finalize by the April meeting and submit to DEC in May.  [BP 3720](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/www.gcccd.edu/_resources/docs/governing-board/policies/ch3/BP%203720.pdf) – Needs Review  [BP 3725](https://cms.gcccd.edu:8443/renderfile/d916c2a50a01026500e51e673f30d933/tppc/documents/BP-3725-Upd-34-NEW.pdf) – Legally Advised  [BP 3800](https://cms.gcccd.edu:8443/renderfile/d916c2a50a01026500e51e673f30d933/tppc/documents/BP-3800-upd-33-NEW.pdf) – Legally Advised  [BP 6335](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/www.gcccd.edu/_resources/docs/governing-board/policies/ch6/BP%206335.pdf) – Needs Review  [BP 6450](chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https:/www.gcccd.edu/_resources/docs/governing-board/policies/ch6/BP%206450.pdf) – Needs Review |
| 1. Status of Administrative Procedures (AP) | Kerry shared that she has set up meetings to review these APs with subject matter experts with recommendations through the Technology Operations Group (TOG) and any employees who are interested in the work. Kerry asked the group to send her any recommendations of others who might want to join these small groups. Kerry reminded council members that again the goal is to finalize recommendations in April and submit to DEC as an informational item in May.    [AP 3725](https://intranet.gcccd.edu/tog/documents/AP-3725-New.pdf) (new – legally advised)  [AP 3800](https://intranet.gcccd.edu/tog/documents/AP-3800-New.pdf) (new – legally advised)  [AP 6450](https://intranet.gcccd.edu/tog/documents/AP-6450-R.pdf) (needs review) |
| 1. Update on Aligning Prioritized List with Goals in District Technology Plan | Kerry shared that she spoke with the Jira team and they think they can add a column for the District Goals so that we can run a report on how we are doing in terms of linking the work back to the goals listed in the District Technology plan. Kerry hopes to have an update on this for the February Meeting. |
| 1. Taskforce on AI | Kerry shared a link to the [WCET AI Policy Center](https://wcet.wiche.edu/resources/wcet-ai-policy-center/) for reference on work that is being done nation-wide. The group discussed what role TPPC could play in developing policy around AI. Kerry shared that the Chancellor intends to create a task force around this in the spring. Members agreed that it makes sense for TPPC to support this effort and that perhaps we should add it as a council goal. A member asked how the District task force would align with the work that is happening at the colleges. **Action: Kerry will take this question to the Chancellor.** Kerry asked if the colleges have a charge and composition for the college task forces that she could share with the Chancellor. Cuyamaca indicated they do not have one at this time. The focus is on running a community of practice with teaching and learning in the spring. The focus at Grossmont has been to train faculty and staff on how to use AI tools to support various roles. |
| 1. 2024-2025 Council Goals | Members agreed to the following goals:   1. Review and update Charge & Composition as a part of the IEPI work. 2. Provide input to TOG on the rubric. 3. Establish strong communication with TOG. 4. Review and make recommendations on BPs related to technology. 5. Review APs as informational items. 6. Provide input and support in the development of board policy for AI. |
| 1. Other Items | A member asked whether the Vision Aligned Reporting (VAR) requirements were on the District’s radar. Kerry shared that it is on the District Project list but not yet technically prioritized. Courtney shared that she and Joan Ahrens from Grossmont formed a small group to look at the reporting requirements and where data is currently stored. More to come in early spring. |

**Next Meeting Date: February 19, 2025 at Cuyamaca College E-106**