

# Technology Resources Committee

## Meeting Agenda

March 10, 2022

1:00 pm – 2:00 pm

**Attendees:** Gabriel Rivera, Leo Truttmann, Bill Manges, Stephen Ashby, Sabrina Kroetz, Jodi Mowrey, Lisa Contreras, Terry Welker, Juan Mendoza, Cheyenne Martin-Corbett

**Start time:** 1:01 PM

**End time:** 1:56 PM

### **I. Approve minutes from February 24<sup>th</sup>, 2022**

- a. Bill approved
- b. Leo seconded
- c. Approved by consensus

### **II. Co-chairs reports of activity**

- a. Leo reports that he and his colleagues have been testing the interactive display in his lecture room. Many of those who have tested it have asked for a larger display. The vendor does have a 86” display available and Gabriel is already working with them to secure a test display.

### **III. New business**

#### **a. Bylaws for RDAS Resource Committees (new item added)**

- i. RDAS is considering creating a subgroup to oversee the creation of the subcommittee bylaws. These are to be sent to the VP of Business Services annually (as committee members change).
- ii. The bylaws clarify the subcommittee(s) purpose, policy, membership and more.
- iii. RDAS is asking for feedback on the template; further discussion will be held next meeting, to allow subcommittee members a chance to look through the template.

#### **b. Focus Group/Questions Update**

- i. An option to participate in a focus group was included in the A/V Survey to allow the committee to dive deeper into the subject of new

A/V equipment with those who would be using it on a regular basis. A number of respondents showed interest, so five questions were created for the respondents to provide targeted feedback.

- ii. Two focus groups will be held: Tuesday March 22<sup>nd</sup> and 29<sup>th</sup>, during college hour in MTSC 437.
- iii. A/V equipment will still include whiteboards, instructor stations, and instructor desks.
- iv. Gabriel has obtained dollar amounts for updating classrooms to present as part of Program Review.
  - 1. One goal of the focus groups is to secure a list of equipment that is crucial to replace to try to lower this dollar amount to make it more palatable, as currently the replacement plan is a one-to-one replacement (whatever equipment is currently in the classroom would be replaced with a similar item). However, with advances in technology, it may be possible to replace some items with cheaper options (such as an in-ceiling document camera vs a desktop-mounted one), or possibly eliminate items altogether if they aren't being used (such as VCRs).
- v. The committee approves of the questions by consensus.
- vi. Gabriel will present a draft of an A/V lifecycle plan based on the focus group results to the committee at March's meeting before presenting a completed version to VP West, at which point it will hopefully move to RDAS.

#### **IV. Old business**

##### **a. HyFlex Update**

- i. TSS has received enough equipment for four pilot classrooms to be completed by end of April. The remaining equipment is expected in the first week of May, at which point there will be further planning with the users of the remaining pilot classrooms to get those rooms completed.

##### **b. Mobile Computing Initiative Update**

- i. MCI efforts have resumed since the resolution of the Cease and Desist from CSEA and are moving forward smoothly.

**V. Committee Member Reports**

**a. RDAS, ITSC, DAST**

- i. DAST: the decision to make the taskforce an official committee is still pending and has been moved to the April meeting.
- ii. RDAS: PRC had a number of projects to present, such as making Mine Okubo a two-way street. There was also a budget update from VP West.

**VI. Next meeting: Thursday, April 21<sup>st</sup>, 2022**