Technology Team Meeting Minutes
March 17, 2023
2:30 PM

Roll Call:

√	Jonathan Van Meter		√	Tim Cornwell
	Chris Clark			Rob Lucas (Vacation)
	Don Koch			Christina Faulkner (Conference)
√	Dwayne Fehrenbacher			David Black
√	Sandy Fontana			Roberta Christie
√	Dan Kineman			Tim Frizzell

I. **Call to Order**
The meeting was called to order at 2:32pm by Jonathan Van Meter, Chair.

II. **Approval of Minutes**
A motion to approve the January 2023 minutes was made by Tim Cornwell and seconded by Dwayne Fehrenbacher.

III. **Items for Discussion**
- a. **Nursing Laptop Lab Update**
  - i. Delivery has been delayed due to laptops being discontinued. An order has been placed for new laptops.
- b. **Experience Update**
  - i. Single Sign-on efforts are still being coordinated with Ellucian.
  - ii. Jonathan is working on a plan for the training of faculty and staff.
  - iii. Jonathan gave Sandy a demonstration of Experience's features.
- c. **Discussion of Operational Functions**
  - i. Dwayne will be bringing the I.T. Technology Plan to the May meeting to review
  - ii. Will look over guidelines outlined in the ICCB MIS Manual
  - iii. The team needs guidance on creating a data classification manual.

iv. Dwayne suggested polling faculty on technology needs, as well as making recommendations to the Professional Development Team.

d. Website Projects

i. Discussed plans to create an online Board Policy Manual and a comprehensive online College Catalog.

Adjournment

Tim Cornwell made a motion to adjourn the meeting at 3:10pm, with a second by Dan Kineman.