Northern Virginia Community College
Information Technology Committee Meeting
April 29, 2016
Via WebEx


2016-17 Committee Membership

Dr. Sachs asked if there were any members who did not want to continue on the committee for next year so he could advise the College Senate as they recommend committee appointments. ITC members typically serve two-year terms. Everyone wanted to continue on the committee. Anwar Ahmad mentioned that they had identified his campus incorrectly, so was willing to give up his seat if there was someone from that campus who wanted to serve.

Minutes from Last Meeting.

The committee had some minor changes to the wording of the minutes from the last meeting. The minutes were approved with those changes and will be posted to the website.

Strategic Technology Plan

As decided at a prior meeting, the ITC would make minor changes to the current plan to keep it relevant for the next several years while the college determined its new strategic direction and administrative structure. The committee approved revising the title of the modified plan to show it covers through 2018.

The committee reviewed a number of items for possible changes to the wording to reflect current technology, more accurately express the intent of the item, or to clarify them where measurement was unclear or impossible. A number of changes were agreed to by the committee and will be incorporated in the final draft of the modified Strategic Technology Plan.

During the discussion, it was mentioned by committee members that more campus training on the use of Smart Boards is needed, and there should be a way to review the currency of online videos (items 31 and 32 in the current Strategic Technology Plan).
It was also noted that for those faculty and staff who want folder for a web presence on the college website, they need to make a request to the IT Help Desk and it will be provided. For students whose classes require it, the instructor can notify the IT Help Desk so the appropriate folders can be created. Automatic creation was stopped some time ago because of the volume that went unused.

**Panopto**

Dr. Sachs briefly discussed the data on Panopto Lecture-Capture use, and the results of a survey of Panopto users. He will send out the detailed survey data to the committee for more detailed discussion of whether it should be included in the FY17 College Technology Plan at the committee’s next meeting.

**Technology Surveys**

The topic of the recent college technology surveys was opened, but the committee members had no comments. They will continue to review the findings as background for reviewing the Draft College Technology Plan at the May meeting.

No new items were brought up, and the meeting was adjourned.