Meeting Minutes for Technology Committee
Date: 9/5/06

Members present:
Cathy Brotherton
Dave Dieckmeyer
Alexis Gray
Brian Johnson
Stephany Kyriakos
Louie McCarthy
Linda Wright
Anne Ybarra

1) We recapped what was done on the accreditation report to date. We are still waiting on the Technology Report from the district. This was to be completed this past summer.

So far we have these sections complete in rough draft –
III.c.1.a Resources – designed to enhance institution
III.c.1.b Training
III.c.1.c Hardware maintenance

Not complete –
III.c.1.d.
III.c.2 Evaluation
Planning Agenda

2) We agreed to meet every 1st and 3rd Tuesday at 12:40 pm – 2 pm. The location is to be decided.

3) Dave will check on the timeline for completion. We will follow this timeline for now –

Sept -- Begin writing 1.d.
Oct -- Finish 1.d. and begin writing 2.
   Finish writing 2 and finish overall rough draft
Nov -- Begin part II
   Finish part II
Dec -- Begin part III
   Finish part III

4) By next meeting we need to all be given rough drafts, read them and be prepared to make recommendations at the meeting for revising or changing them.

Next Meeting's agenda
Choose Faculty co-chair
Begin writing of section 1.d

Dave's to do list
• Meeting dates – decided
• Check with Sheryl T. regarding timeline
• Print a copy and email purple packet with accreditation guidelines to committee members.
• Email San Francisco report to the committee

Minutes checked and approved by:
Brian Johnson
Linda Wright
Stephany Kyriakos
Louie McCarthy
Alexix Gray

Minutes taken by Cathy Brotherton