Minutes 1 November 2007
Norco Technology Resources Subcommittee

Members Present:
Dave Dieckmeyer – Co-Chair
Alexis Gray – Co-Chair
Anne Ybarra
Stephany Kyriakos – (minutes)
Sharon Drake
Cathy Brotherton
Brian Johnson

Model:
We agreed that the Cleveland State University website and procurement policy is a useful model for us.

Discussion on the latest version (1 November 2007) of our Technology Replacement Plan.
Dave handed out his latest version of the Technology Replacement Plan.  We discussed it and came to the following conclusions:

1. Performance not age of computer was our main criteria for replacement. However age is the ‘flag' for identifying computers not recently assessed.

2. If a computer performed poorly, we would:
   a. Attempt to fix it by routine maintenance
   b. Attempt to fix it by upgrading it
   c. If neither of those worked, replace the computer

3. We will check all our computers for acceptable performance at midlife cycle.
   a. We would determine midlife by checking purchase date on inventory
   b. We would assess performance by:
      1. Gather performance satisfaction data from the computer user
      2. Asses application requirements and compare to computer configuration

4. We will gather performance data from the computer user through a combination of:
   a. Common Computing Tasks Questionnaire (which Dave passed out)
   b. Create an additional Computer Performance Adequacy Questionnaire

To Dos for the December meeting:
1. Every member agrees to send Dave questions now that should be included in a Computer Performance Adequacy Questionnaire.

   1. These should be questions that would give faculty and staff the chance to explain how their computer is inadequate. What does the computer do that bothers them? Or what doesn’t it do that bothers them?

   2. Dave will include in the Technology Replacement Plan a few sentences that link this plan to our mission statement and to the goals we set during Self-Study and Accreditation.

Dave’s announcement
Dave announced that he will be leaving for a new position at Mount San Antonio College. We will miss Dave, but we are excited for him and for all the new opportunities that will come his way. Our congratulations to Dave!!