SHARED GOVERNANCE COMMITTEE
SELF-EVALUATION
2013-2014

Shared Governance Committee: Technology

1. Please indicate the dates of each of your meetings in the past year.

Six total meetings were held on the following dates: 10/31/13, 12/5/13, 2/27/14, 3/27/14, 4/24/14, and 5/29/14

2. Are the minutes and agendas of these meetings all currently posted on your website?

Yes.

3. Are the membership constituency and term accurately reflected on the website?

Yes.

4. Are the members of the committee attending meetings regularly as prescribed in the membership guidelines? If not, has the appropriate constituent leadership been contacted for a replacement?

Yes.

5. Does the committee have a full membership? If not, what is the primary challenge in attaining a full membership?

Yes.

6. List the members and constituency that are terming out before the next academic year.

None

7. What would you consider to be the main accomplishments that your committee achieved this academic year as related to the 2013-2018 LAMC Strategic Master Plan goals and objectives?
The Technology Committee assisted IT in its efforts to come up with a Technology Replacement Plan for the campus. The committee also provided IT with suggestions and feedback about its website including a new process to place links on the homepage, ideas about improving the News and Events and Calendar sections, and began to look at tying the phone tree into the website.

8. Which of your prioritized goals identified in your 2012-2013 Self-Evaluation were you unable to complete this year or are still in progress? If your committee was unable to complete a goal, please explain why.

The goals from the 2012-13 Self-Evaluation were not available. However, the committee did make some progress on improving the course website and brainstormed some ideas on improving communication with between IT and the campus community (both are listed as continuing goals for 2014-15). The committee was also able to help with the Technology Replacement Plan, which is a key planning piece for all technology on campus.

9. Please list your prioritized goals for the 2014-2015 academic year. (These goals will be discussed in the fall College Council Retreat.)

   - Improve communication between district, IT, and the campus community as a whole on technological matters
   - Finalize all the website projects (that were detailed in #7)
   - More routine maintenance/quality control of existing technology in classrooms and in labs
   - Explore implementing an IT on-call support number
   - More training/signage on classroom technology (especially in CSB building)
   - Keep updated on progress and implementation of Technology Replacement Plan

10. Are your prioritized goals within the scope of your committee charter?

    Yes.

11. Is your membership adequate to meet the work challenges of the committee? If not adequate, what changes should be made in committee composition, function or charge to enhance its effectiveness?

    The Technology Committee needs another co-chair, especially a member from IT, to replace Hahn Tran’s spot. An IT member has been assigned to the committee on an interim basis, but the committee needs a permanent replacement.
12. Do you have any suggestions on how to improve our shared governance process?

Communication between committees is lacking. For example, new projector bulbs were purchased but the Technology Committee was not informed of the purchase nor was the campus community. As a result, faculty had no input into the decision, new technologies were not explored (at least not by the Tech Committee) and the installation schedule of the projector bulbs ended up being disruptive to several classes.

Ryan Yamada

Co-Chair Print Name

Co-Chair Signature

6/10/14

Date