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| **DETS Technical Committee Meeting** **Attendees:** -Gabriel Roseli-Wayne Bogh -Rick Hrdlicka -Joseph Notarangelo-Anthony White -Jeremy Sims | **September 24, 2010****Minutes****10:00 a.m. – 12:00 p.m.****CHC LRC 114** |
| **TOPIC** | **DISCUSSION** |
| Roles and Responsibilities of Committee Members, Elect Chair. | * We will start and end meetings on time;
* We will read materials, minutes, etc and be prepared to discuss at meetings;
* We will listen to our colleagues without interruption;
* We will operate on consensus and seek agreements all can “live with;”
* We will make decisions based on clear information;
* We will bring closure to decisions;
* We will support committee recommendations;
* We will accept the fact that there will be differences in opinion;
* We will show mutual respect;
* **We will use the best interests of our stakeholders (especially faculty and students) as the basis for our decision making;**
* **We will discuss our decisions with our associated governance group (student, faculty, staff, management), get feedback and come to next meeting prepared to discuss the feedback.**
* We will honor brainstorming without being attached to our viewpoint;
* We will use meeting summaries (including agenda and minutes);
* We will give the opportunity for all members to contribute;
* We will be free to speak our minds without fear of reprisal;
* We will not attribute ideas to individuals;
* *Laz Elected as Chair*
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| Re-evaluation of Committee Charge | *Along with the attached description the committee discussed and agreed:** *Review, discuss and approve of current and furture documents from all DETS committees. Ie Catalog of Services, Communication Plan, etc…*
* *Review and address technology concerns from all stakeholder groups (students, faculty, staff and management)*
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| Schedule for the year | The DETS Management Team agreed that committees will me four times per year.* 9/24/2010: Focus for the year based on District/College Strategic Plans
* 12/3/2010: Update/Request for direction on emerging issues
* 2/18/2011: Report on progress/challenges, Request for Direction
* 4/29/2010: Summarize progress and recraft focus for fall
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| Committee Goals and Strategies | Goal: Provide SBCCD a network infrastructure that is cohesive, redundant and based on district wide standards.Strategy: Develop district hardware and software standards for core infrastructureGoal: Provide SBCCD with a secure computing environment. Strategy: Design and implement Security Incident Response Procedure. Strategy: Review, Update and / or create technology Security Policy and administrative procedure. |
| Next Meeting | 12/3/2010: CHC LRC 114 |
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