|  |  |  |
| --- | --- | --- |
| **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* | |
| 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)* | |
| 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 | |
| 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 infrastructure  Goal: 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 | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |