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| **TESS Executive Committee**  | **September 7, 2012****Agenda****2:00 p.m. –4:00 p.m.** |
| **TOPIC** | **DISCUSSION** |
| Introductions |  |
| Review of the Minutes |  |
| Recap of Work Completed Last Year | Project Prioritization Criteria (Handout)Project Prioritization Process (Handout) |
| Committee Charge | Current Charge: Develop, monitor, and update the Technology Strategic Plan, ensuring alignment between the District-wide use of technology and the Board of Trustee’s imperatives;Recommended Changes:* ADD:
	+ Develop, monitor, and update the District IT Prioritization Process;
	+ Review, prioritize and monitor District-wide IT projects.
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| Schedule | 09/07/12 – Review Committee Charge/Review Progress to Date/Discuss Prioritization Criteria11/09/12 – Update/Review Progress/Request Direction on Emerging Issues/Prioritize Projects01/25/13 – Update/Review Progress/Start work on 2013-2016 IT Strategic Plan/Prioritize Projects05/03/13 – Summarize Progress Towards Goals and Recraft Focus for NextYear/Prioritize  Projects/ Evaluate Committee |
| Project Prioritization | Recommended Prioritization of Projects:1. Prerequisite Drops
2. XWOB modification
3. Calculation of Faculty Load
4. Colleague UI Software Install
5. ImageNow for Fiscal Services
 |
| District Strategic PlanProgress Update | Recommendation to extend District IT Strategic Plan to 2014 |
| Committee Reports | Minutes are posted on District web-site: [http://www.sbccd.org/District\_Faculty\_,-a-,\_Staff\_Information-Forms/District\_Committee\_Minutes/TESS\_Committees.aspx](http://www.sbccd.org/District_Faculty_%2C-a-%2C_Staff_Information-Forms/District_Committee_Minutes/TESS_Committees.aspx)   |
| CHC Technology Services Report |  |
| SBVC Technology Services Report |  |
| Administrative Computing Report  |   |
| Technical Services Report  |    |
| Edustream |  |
| Distance Education  |  |
| Future Meeting | November 9, 2012, January 25th, May 3rd  |