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| **TESS Executive Committee**  | **January 25, 2013****Agenda****2:00 p.m. –4:00 p.m.** |
| **TOPIC** | **DISCUSSION** |
| Introductions |  |
| Review of the Minutes |  |
| Committee Charge | Develop, monitor, and update the Technology Strategic Plan and District IT Prioritization Process, ensuring alignment between the District-wide use of technology and the Board of Trustee’s imperatives; Review, prioritize and monitor District-wide IT projects. |
| Schedule | It appeared that attendance has tapered off. Based on a recommendation by Rebeccah, the number of meetings has been reduced to four per year and will involve action items rather than just being informative. 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/Request Direction on Emerging Issues/Prioritize Projects05/03/13 – Summarize Progress Towards Goals and Recraft Focus for Next Year/Prioritize  Projects/ Evaluate Committee |
| Project Prioritization | See handout |
| District Strategic PlanProgress Update |  |
| 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 | May 3rd  |