

# Community College *of* Philadelphia

MEETING MINUTES  
Technology Coordinating Committee  
September 17, 2008  
2:30, IAS Boardroom, M2-1  
Community College of Philadelphia  
1700 Spring Garden Street  
Phila, PA 19130

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## Committee Members Present:

Administration		Federation	
Appointees	Alternates	Delegates	Alternates
<b>Bhavesh Bambhrolia</b>	<b>Linda Konicky</b>	<b>Ruth Baker</b>	<b>Constance Duaval</b>
<b>Jody Bauer</b>	<i>Charles Rumford</i>	<b>Frank Bartell</b>	<i>Bob Gallagher</i>
<b>Gary Bixby</b>	<i>Matthew Shupp</i>	<b>Heidi Braunschweig</b>	
<b>William Bromley</b>	<b>Jim Spiewak</b>	<b>Arnold DiBlasi</b>	
<b>SK Calkins</b>		<b>Jae Fisher</b>	
<b>Ellen Fernberger</b>		<b>David Freeman</b>	
<b>Tom Hawk</b>		<b>Steve Jones</b>	
<b>Sam Hirsch</b>		<b>Kelly McQuain</b>	
<b>Luke Kasim</b>		<b>Noelia Rivera-Matos</b>	
<b>Maryann Lyons</b>		<i>Karen Schermerhorn</i>	

*Members Absent are noted in ITALICS.*

## Alternate voting for Appointee or Delegate:

*None*

## Guests Present:

*None*

### I. Call to Order

- a. Convener **William Bromley**, as requested by President Curtis.  
Attendance taken via sign-in sheet. No alternates present in voting status.

### II. Election of 2008-2009 Committee Chairperson

- a. Discussion of process.
  - i. A suggestion that the committee elect co-chairs again this academic year.
  - ii. Suggestion that the committee appoint a chair for each meeting from the co-chairs elected. Single authority per meeting.

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- b. **MOTION:** The TCC will elect co-chairs for the 08-09 academic year, one from each cohort (administration and federation).
- c. **Motion Passed** by majority voting in the affirmative
- d. **Call for nominations.**
  - i. Jody Bauer nominated with a second
  - ii. Arnold DiBlasi nominated with a second
- e. **VOTE on nominations**
  - i. None opposed
  - ii. Arnold DiBlasi and Jody Bauer 08-09 TCC Co-Chairs
- f. **Discussion of minutes taking for the coming year.**
  - i. **Volunteers for minutes taking at each meeting.**
    - 1. Steve Jones\* Oct 08 meeting minutes
    - 2. Maryann Lyons
    - 3. Ruth Baker
    - 4. David Freedman
    - 5. Luke Kasim

**Jody Bauer will chair today's meeting**

### **III. Unfinished Business:**

#### **Discussion (Informational Item):**

Members introduced themselves. An overview of the TCC and available resources was given (Listserv, MyCCP TCC group). Co-Chair DiBlasi suggested that all TCC members use electronic means for delivery of committee information.

#### **Discussion (Information Item):**

A recap of the 07-08 TCC focus on building a new Technology Plan was discussed. New members were reminded of the four (4) major topics discussed last year and that the 07-08 members were divided into sub-groups to work on the major issues.

A re-development of the sub-committee groups, with inclusion of new members, to review the progress made on the four major topics and develop a draft by December 2008.

A question from the floor; how do issues coming from members outside the committee rise to the level of discussion within the TCC? These issues, if overall

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technology issues affecting the College, should be addressed within the Plan. The TCC should focus on policy issues. The sub-committee members should ask for input from all constituents affected by their area of focus.

A suggestion that titles of the sub-committee groups is done to clarify the focus of each group. Each of the groups will present their findings over the next 3 months at TCC meetings. The format will be goals and objectives both long-term and short-term. Activities can be developed as the plan builds.

#### **Sub-committee Schedule:**

**October 15, 2008 – Instructional Technology – David Freeman**

**November 18, 2008 – (1) Communication – Jody Bauer/SK Calkins  
(2) Security/Disaster Recovery – Tom Hawk**

**December 17, 2008 – Infrastructure – Jody Bauer/Bill Bromley**

#### **IV. New Business**

##### **Discussion (Information Item):**

**A REMINDER that the TCC will meet the third Wednesday of each month, September through June, at 2:30 in the IAS Boardroom, M2-1. Alternates with voting status for a meeting are reminded to inform the co-chairs of their status prior to the each meeting.**

**Next meeting date is October 15, 2008 at 2:30 in B2-26 (Note the change in room for all Committee meetings – need for technology).**

#### **V. Adjournment**