Community College of Philadelphia

TECHNOLOGY COORDINATING COMMITTEE MINUTES
Wednesday, October 21, 2021, 2:30pm
Zoom Meeting

MEMBERS: Beth Hicks (Co-Chair), Fran Lukacik (Co-Chair), Angela Barnes(A), Latoya Bond, William Bromley, Pam Carter, Mark Consul(A*), Christine Griffin, Barbara Hearn, Marcia Henley, Rasheeda Holliman(A), Louise Jones(A), Allan Kobernick(A), Gim Lim(A), Calion Lockridge, Jr.(A), Roger Miller, Sean Morris(A), Eric Neumann, Johnson Omosule, Mavis Pogue, Ronald Shamwell, Eric Shannon, Yusefa Smith, Vijay Sonty, Jason Stein, Kelvin Veale, Chris Wieman, James Zelenak

*(A) = Alternate

ATTENDEES: Beth Hicks (Co-Chair), Fran Lukacik (Co-Chair), William Bromley, Pam Carter, Mark Consul(A*), Marcia Henley, Allan Kobernick(A), Gim Lim(A), Calion Lockridge, Jr.(A), Roger Miller, Eric Neumann, Mavis Pogue, Ronald Shamwell, Eric Shannon, Yusefa Smith, Vijay Sonty, Jason Stein, Chris Wieman, James Zelenak

I.   Call to Order, Welcome and Attendance
   a. Meeting was called to order by Pam Carter at 2:34pm, who explained she was asked to convene the first TCC meeting of the 2021-2022 year as one of last year's co-chairs, and one of the main purposes of this meeting was to vote for new committee leadership.
   b. Everyone was welcomed to the meeting, and then all present introduced themselves to the group.
   c. Attendance was taken from those present in the Zoom meeting

II.   Update on May 19, 2021 Minutes – Given the May 19, 2021 minutes were not distributed for review prior to the meeting, a vote on approving the minutes will take place at the next TCC meeting.

III.   Old Business
   a. Technology Plan Update – Pam Carter provided a status update of the 2021-2025 Technology Plan draft that the TCC developed over the past few years. The plan was recently presented to the Board of Trustees Business Affairs committee, where recommendation to the full Board was approved. The plan will be presented for approval to the full Board of Trustees at their next meeting, which is the last required approval needed.
   b. Memorandum No. 14 Standards for Distance Education Courses Update – Last year the TCC worked on updating this policy. One issue remains unresolved before voting to move the policy forward to the IWC – whether students taking online classes can be required to take proctored exams in person. In May 2021 it

was decided to resume work on this policy during the 2021-2022 cycle, when additional information regarding online proctoring systems would be available.

IV. New Business
   a. Election Chair/Co-Chairs – Beth Hicks and Fran Lukacik were duly elected as Co-chairs for the 2021-2022 TCC.
   b. Election Secretary – Upon no nominations for secretary, Pam Carter volunteered and was duly elected as Secretary.

V.   Other Business
   a. Keeping the TCC group from 2020-2021 in Office 365 for use during 2021-2022 was discussed, as opposed to creating a new TCC group for 2021-2022. It was decided to keep the current TCC group in Office 365 and change the group title.

VI. The meeting adjourned at 3:01pm.