



October 13, 2008

TO: Rod Patterson, President, Academic Senate  
Olga Shewfelt, President AFT Faculty Guild

CC: Fran Leonard, Chair, Accreditation Steering Committee  
College Council

RE: **Charge and Formation of the Technology Master Plan Committee (TMPC)**

This is to summarize our mutual agreement to form a college-wide Technology Master Plan Committee as a special Select Senate Committee of the Academic Senate. The charge of this Select Committee will be to produce and deliver a written Technology Master Plan by January 1, 2009. When this charge has been completed this Select Committee will then remain and become the college's new standing Information Technology Committee under the auspices of the College Council.

We have also come to agreement following consultation with the College Council Executive Committee and the Accreditation Steering Committee that the charge to the TMPC will be as follows:

*To develop and write a new seven-year college-wide Technology Master Plan that will guide the college through 2009-2016. This plan will be written and completed by January 1, 2009, and reviewed and approved by the Senate, Accreditation Steering Committee and College Council in the first meetings of February 2009, so that the College Council can make a final recommendation to me by February 15, 2009. This TMP will therefore be included in our Mid-Term report due to the ACCJC on March 15, 2009.*

#### Formation of the Technology Master Plan Committee

The membership of the committee shall be 11 members as follows:

Administrators (3): Three administrators chosen by the college president, one of which will be the VPAA.

Classified Staff (2): IT Director plus one representative of AFT Classified.

Faculty (6): Three representatives appointed by the AFT Faculty Guild; three additional faculty appointed by the Senate.



Office of the President  
Mark W. Rocha, Ph.D.

Co-Chairs: From the membership of the committee as described above there will be co-chairs of the committee, one faculty member appointed by the Senate president and one administrator appointed by the college president. We have agreed that the faculty co-chair will be Marcus Butler of the Computer Science Department. The administrative co-chair will be Bob Sprague, Vice President of Academic Affairs.

In addition, there will be two non-voting resource persons appointed by the college president, one of which will be Adrienne Foster. The other will be a technology consultant recommended by the district.

#### Central Principles of the Technology Master Plan

1. The TMP must use as its main guide and premise the current approved Educational Master Plan. The two plans must connect. The essence of the TMP is how it will advance the explicit goals of the EMP.
2. The TMP must therefore emphasize *academic computing*. That is, how will technology serve the achievement of our SLO's. The current organizational and administrative model for IT therefore needs to be reexamined.
3. The TMP will not be a series of abstract "state of the art" platitudes but a concrete identification of academic objectives and the technology required to achieve them.
4. The TMP will be supported in identifying and visiting the #1 tech community college in California and incorporating the results of this visit into the plan.

I look forward to working with you closely to support the work of the Technology Master Plan Committee and to receiving your recommendation.

Sincerely,

Mark W. Rocha, Ph.D.  
President