

2016/2017 TPC Goals with Recommendations

March 17, 2017 updated by TPC- April 26th Accepted by DPAC

1. In order that we might promote a wider campus awareness of the transformational potential of technology:

We recommend supporting a Fall and Spring technology day on campus where all interested constituencies are encouraged to attend.

2. In order that we might promote greater mobile availability:

We recommend 100% high-speed connectivity across all district campuses.

We recommend developing an easily found set of instruction for non SMC devices, along with best practices documents that may cover security issues and recommended devices.

We recommend services that accommodate the increasing use of mobile devices.

3. In order that we might promote up to date Department/Faculty/Program web pages:

We recommend clarifying current college policy, emphasizing legal issues including complying with accessibility and copyright laws. These should be posted along with the process for establishing and maintaining Department/Faculty/Program pages including a recommended style guide.

We recommend the use of auto populate wherever possible across the college systems including course schedules, office hours, etc. on faculty pages.

We recommend planning how to integrate third party social media into these pages.

4. In order that we might enhance information security and information security awareness:

We recommend that information security awareness be institutionalized as a necessary aspect of college operations.

We recommend all employees participate in a succinct and focused online Cybersecurity training when granted a SMC network account and annually thereafter. Training should include, but not be limited to, the following areas:

- Acceptable Usage of District Equipment
- Password Management
- Email and Network Security
- Computer Virus Response
- Internet Usage and Downloading Software

5. In order that we might promote greater access to Single Sign On for faculty, staff and students:

We recommend the creation of a list of single sign on applications (e.g. signing into mProfessor allows a link and authentication to DSF Web Print) and a plan for their integration.

We recommend including additional faculty resources as links in mProfessor (Facilities Reservations, Book Orders, Reprographics, etc.) for easy use.

6. In order that we might promote digitization, organization, distribution and archiving of learning on campus:

We recommend researching the costs of retrofitting a room like HSS 165 for automatic filming, recording and lecture capture.

We recommend clarifying faculty/staff/student requests process and protocols for having events filmed and posted including format and layout requirements, including 508 compliance.

We recommend the proper documentation in a searchable archive of past and future digital content and editing for ease of use by faculty, students and the larger community.

7. In order that we might promote improved college-wide technology infrastructure:

We recommend identifying outdated systems and the creation of a vision plan which will outline costs for hardware, software and staff, as well as timelines for improvements.

8. In order that we might promote Accessible Digital Educational Resources:

We recommend greater resources for instructional design including a designated instructional designer for faculty.