### GOVERNANCE STRUCTURE GROUP REQUEST

**Request submitted by**
Michael Arguello, Co-Chair, Technology Committee

**Date**
December 5, 2002

**Proposed Name of Requested Group**
Technology Planning Council

<table>
<thead>
<tr>
<th>X</th>
<th>Council</th>
<th>Committee</th>
<th>Subcommittee</th>
<th>Task Force</th>
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</thead>
</table>

**Action Requested:**
- Add
- Delete
- Change

**Role, Products, Reporting Relationships:**

**Role:**
- To recommend information technology policy, procedures, training, acquisitions, and implementation based on best advice available from internal and external sources.
- Ensure compliance with state information technology guidelines.
- Promote effective working relationships to promote use of information technology among all members of the college community.
- Recommend District standards for hardware, software, licensing, training, and infrastructure.
- Coordinates efforts of other District groups involved with information technology, e.g. Computer Coordinating Committee, Tech Committee.

**Products:**
- Update College Information Technology Master Plan every two years.
- Update Local Telecommunications and Technology Implementation Plan yearly.

**Reporting Relationship:**
- Strategic Planning Council

**Meeting Schedule:**
Third Wednesday, 2:30 – 4:00 pm, and as necessary.

**Chair:** Coordinator, Academic Technology Group (Interim)

**Members:**
1. Coordinator, Academic Technology Group
2. Director, Information Services
3. Director, Library, Educational TV & Media Center
4. Director, Student Affairs
5. Seven Faculty Members
6. One classified computer technician appointed by CCE/AFT
7. Academic Technology Supervisor

One representative appointed by each of the four Vice-presidents (4) Technology Training Coordinator
Dean, Counseling
One senior or executive administrator appointed by the President Chair, Tech Committee
Chair, Computer Coordinating Committee

**Reviewed by Strategic Planning Council:**

- ____________ First Reading
- ____________ Approved/Denied

Approved by PAC: 10/2/01