

**YCCD Technology Coordination Committee**  
**Highlights**  
**January 24, 2008**

**Attendees:** Jim Clarke, Iris Carroll, Tobin Clarke, Yoseph Demissie, Brian DeMoss, Joshua Hash, Dahlia Massey, Felicia Osnaya, Debbi Partridge, Gina Rose, Lori Williams

**Virtual Classroom Committee – MJC/Distance Education – CC**

- Iris Carroll reported that they haven't met this semester. The next scheduled meeting is Tuesday, January 29. They will be discussing the future of Distance Learning and Student Evaluations of Faculty.

**Instructional Technology Committee – MJC**

- Jim Clarke reported that they have not met this semester. The next meeting is scheduled for Monday, January 28.

**Technology Committee – CC**

- Brian DeMoss stated the first meeting is scheduled for next week.

**Steering Committee Update**

- Steering Committee focused on student email
  - Student email is available with 200+ current activations.
  - The colleges will promote student email.
  - Student email will appear on student rosters. Faculty will create their own contact lists.
  - Yoseph will train lab aides. Felicia will schedule a lab aid meeting in February.
  - Microsoft activation page is new and on one screen.
  - Student email has enhanced features.
  - Yoseph will send a link to committee members to view the enhanced features of student email.
  - Yoseph will work with Sherri Potts to create a brochure and forward to both colleges.
- Semester Calendar – 2009 Summer and Fall Calendars
  - CC and MJC have different start dates for summer and fall 2009 semesters.
  - Steering committee recommended a district wide calendar committee. Gina will take this recommendation to Dr. Darnel and the Cabinet.

**Other Business**

- District Technology Priorities
  - Jim Clarke presented a list of MJC's technology goals. These are ranked by three levels: one extremely important, two very important, three desirable. The top two are support for MJC web design and campus lab security policies.

**Next Meeting – Thursday February 28, 2008**

Topic for February's Meeting - FrontPage Replacement