TMCC
Truckee Meadows Community College

TED (Teaching Environment Design) Technology Committee

MINUTES FOR DECEMBER 6, 2024

IN ATTENDANCE:

- Cheryl Jones, Olga Katkova, Kyle Smith, Mike Howitt, Adine Stormoen, Gina True, Blisin Hestiyas, Cal Anderson, Chris Quantrell, Dan Bouweraerts, Doug Dawson, Izumi Shibasaki, John Reid, Kofi Poku

IT News

- IT Compliance Monitoring: Syscloud will be monitoring Google Workspace for possible violations of Ferpa and other regulations. This new process was discussed to ensure everyone understands what we were doing and why. There were no concerns about this from faculty.

- Cybersecurity Policy Changes: The new wording of the policy was discussed. There was no concern with the "ongoing" nature of the training. These suggestions were brought forth and will be shared with the security team.
    - Have training campaigns start during Professional Development weeks if possible.
    - Ask Deans to tell faculty to open the email and comply with the deadline. This will ensure emails are read.
    - Educate faculty and staff on the number of trainings per year, and the expected length of trainings.

- Read.AI Concerns: Read.AI is a MS AI-powered assistant that has become available to employees. Many have "turned it on" by accident. An incident with this tool was brought to our attention and the decision was made to disable it for the college, especially for use within the Zoom platform. Users will be notified.

Showcase Classroom Subcommittee

- In the coming weeks we will have several vendors (AVI and ACT) on campus to talk to this sub-committee about our future classroom needs. Mike will continue to work with this committee on a plan to design a classroom, one that we hope to be able to build out by next fall if funding allows.

- We discussed the Facilities Master Plan that is being developed and summarized our preliminary meeting with the architects and others involved in this project. We relayed that a larger meeting with all interested faculty at the table (especially those on the Tech Committee) will take place in early spring. This will be the opportunity for faculty to have input into the 10-year plan for new buildings and classrooms.

Loaner Laptops for Faculty

- Olga Katkova made a request that we consider developing a program to loan out laptops to tenured faculty who request them. This is in acknowledgement of the fact that many of them have no devices at home, or if they do, they are personal devices and costly. We discussed the 5-year IT plan to switch out faculty and staff desktops with laptops if they desire them, so this loaner program may not be needed forever.

- We agreed to pilot this program with the 10 faculty senate chairs. We will send an email to these 10 individuals asking them if they need a loaner. We will report back to this committee at our next meeting.

AI Faculty Training with Reed Dickson

- There will be three 90-minute sessions for faculty 2/20/25-2/21/25. The topics were reviewed and faculty are enthusiastic about this upcoming opportunity for training on these important topics:
    - AI Misuse Happens: How Will You Know - and How Will You Respond?
    - Becoming AI Resilient: How to Audit & Retrofit Your Courses with AI In Mind.
    - One Step Ahead: Exploring AI Practices in the Classroom

Next Meeting: February 7, 2025