Facilitator: Tram Vo-Kumamoto

Attendance: Roberto Gonzalez, Dru Kim, Josh Boatright, Theresa Rumjahn, Tram Vo-Kumamoto, Max Aliprandi (student guest), Sam Abboud

Agenda Item	Discussion	Follow-Up/Action	Decisions
Call to Order	12:23 pm		
I. Review Agenda	Add Proposed DFC and DTC Merge (Theresa Rumjahn) Fab Lab Request (Max Aliprandi) – Max was interested in how he could facilitate getting a Fab Lab (laser cutting) at BCC similar to Laney.		
II. Review Minutes from 10/28 meeting	There were not enough of people who attended the last meeting to review the minutes, so postpone until next meeting.		
III. Review Charge and Confirm Co-chairs	Tram Vo-Kumamoto went over the membership list and the charge. Roberto Gonzalez suggested that we review the semantics of the member positions and update the charge since these are more than 2 years old. Roundtable is considering reviewing all of the committees and it may be worthwhile to consider any changes before confirming the Tech Comm's member list, goals, and charge. There was general agreement on this.		
IV. Update Request Lists from last year	Vincent Koo was not present. Tram Vo-Kumamoto displayed spreadsheets from last year to begin the discussion. Vincent will update this list and it will form the basis for prioritization this year.	Update equipment request list and discuss at 12/1/2016 meeting.	
V. Review Budget for Instructional Equipment	Tram Vo-Kumamoto indicated that $421,000 has been allocated to BCC for this year. This is a one-time allocation from the Chancellor via the BAM model and to be spent at the college level this year. It is not a re-occurring pot of money. The bulk of it went to the Library for this year. We have $342,000 left. The prioritization list will be used to determine how these funds will be spent, and requisitions will be made through APU's. We need to consider: • college-wide instructional needs • instructional programs • student support needs outside the Library • other available funds that can be used first Last year the bulk of our spending was from this type of one-time allocation, and we had far less last year. Most of it went to equipment and classroom setup. For this year, we need to come up with a prioritization list to submit by March.		

Agenda Item	Discussion	Follow-Up/Action	Decisions
VI. **Fab Lab Request and Review Process for Allocation**	At the end of the #V discussion above, Max Aliprandi asked how the engineering club could go about getting a Fab Lab at BCC like they have at Laney. Tram Vo-Kumamoto discussed the Program Review 3-yr cycle process and how requests such as the Fab Lab could be built into the cycle. We are currently in the 2015-18 Program Review Cycle: • 1st yr – review data on student success (academic data, student learning outcomes), assess the areas of need (career technical education, student data), and recommend actions. • 2nd yr – implement actions, reflect at the beginning of the year on needs and strategies, and report on progress. • 3rd yr – report on progress; summarize where we are; goal is to get ready for the next yr/next cycle; and technically not propose the same actions (but if more time is needed then propose continuation) Students can work through the share governance process since Campus Life has a Program Review each year. We can also look at partnerships – work with the department or club advisor. Example: there are open labs at UC Berkeley which we may be able to use.		
VII. **Proposed Merge of DFC and DTC**	Theresa Rumjahn noted that Kelly Pernell (Academic Senate) wanted the BCC Tech Committee to know about the proposed combining of the District Facilities Committee and the District Technology Committee. Theresa handed copies of the proposed schematic. The merged DFC/DTC reports to the new Facilities & Technology Committees Conference (FTC) which, in turn, reports to the PBC which reports to the PCCD Participatory Governance Council. The Council reports to the Chancellor. The proposed structure would also create a new Enrollment Management Committee.		
III. **Other**			
IX. **Adjournment**	1:20 pm		
Meeting Dates	Fridays, 10/28 & 11/18 12:15 – 1:15 pm; Thursday, 12/1/2016, 12:15-1:15 pm, Rm TBA		

[Notes taken by Theresa Rumjahn]

Handouts:
• Agenda for November 18, 2016
• Tech Committee section of BCC Share Governance Manual
• Proposed PBIM Structure – Fall 2017 (http://web.peralta.edu/pbi/files/2010/11/Proposed-PBIM-Structure-rev.pdf)