

Minutes from March 8, 2019

Present:

Josh Clearman
DeAnne Hamilton
Chelsea Lindquist
Mary Ann Keith
Kym Pleger
Rhonda Sample
Tim Trussler
Jake White

Absent:

ASG student

Guest:

Mark Jenkins, SBCTC Director of Educational Technology

Highline visit

Kym, Karrie ... described their recent trip to Highline. First take away was they aren't perfect. They had a charter, not a committee, because the framing is about getting things done. Members felt good because their early experiences match ours. We are doing a good job and on track. The IT person at Highline is also a project manager, and had workgroups. They had the ability to break things down into small pieces, and who is doing what. While we are doing similar work, they seemed a bit more organized in the project management area. They have a five year plan, and shared it with us. It is on their public website.

The Highline website is viewed favorably. It was a curated collection of helpful materials.

How do we adopt the strategy? They completed a retreat at Highline.

Mark arrived and gave introductions.

Continued discussion on the retreat. Discussion regarding the STAR center:

<https://www.metroparkstacoma.org/star-rentals/>

Subcommittee: DeAnne, Mary Ann, Kym, Tim, Karrie, Chelsea to plan a retreat. Set a date and location by the next meeting. Mark suggested bringing the Highline coordinator to meet, at the retreat or otherwise. Curious how the role is functioning in that organization.

Bylaws

Some committee standing positions updated to add a student services dean, delete marketing department, and update instructional deal title. Changes approved unanimously by committee.

Medical Mile

Rhonda has been emailing Bob R. Bob says there is a SBCTC team that will review it at the appropriate time. Rhonda mentioned that there are only 2 spaced available handicap spaces but her read says there needs to be 5, and that medical facilities need more. 10% for general, 20% for mobility. Some concern that this is a medical facility as well as an educational facility. Also mentioned there are ADA bathroom

requirements. Bob seems to be on top of this part of the process. Some potential elevator issues in the current design. The committee commended Rhonda for making the connection and effort. Mark asked who takes complaints on accessibility, and it is Kym P.

Sonocent Notetaking Service

Rhonda experienced a 1 hour demonstration of the service. Typical users miss 30% when taking notes. This takes audio and transcribes it, and does “a ton of things”. Two counterparts are using it, one at Everett and Bellingham Tech. They are offering us a free trial for 25 participants to try it out. Cost has a sliding scale if we get more seats. 1,000 users is \$7,000. More expensive the lower you get. Rhonda spoke to Tim and Tom G. Some discussion about learning and the process of taking notes. Committee expressed interest in trying it out. Some student names were mentioned. Josh volunteered to try it out as well.

Access 360 Spring Convening

May 6-7. Kym registered to attend the meeting on the 6th. Conference is at Green River in Kent. 8-10 groups get together and develop workplans. **Action – all members who plan to attend to register by next meeting.**

\$5,000 needs to budgeted and spent

Workgroup includes Josh, Tim. Workgroup is tasked to spend money and have a budget plan. Pete H will be invited.

BAT meeting

Tim reviewed the presentation. Josh and Tim will co-present. Some minor edits on the draft, committee commits to send any updates and ideas. Mark mentioned an accessible staircase that was designed and integrated beautifully into the build. Great metaphor.

Exec director of IT

Group discussed potential questions at the forum. Give an example of an accessible procurement process, and manage IT products to improve accessibility you buy.

Input from Mark

Welcome to attend. Giving an update. DSCC sent a letter of concern. CATO didn't have any hooks into governance and worried about sustainability and line of reporting. There is a strategic technology taskforce. Update strategic plan and accessibility benchmarks are in the plan. Mark is responsible for putting it together, and it is challenging to develop an integrated, cross-functional committee. Q: are we doing the right thing? A: it appears you have someone from cabinet, which is an indicator of success.

Meeting adjourned, 10:12