

Community College Constituent Group Meeting

EDUCAUSE

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Seattle Washington

Listed below are the four (4) major topics of discussion for special interest groups for Community Colleges:

1. Technology Plan

Most community colleges have a technology plan - either as part of their master plan or as a separate plan.

How do you create a technology plan?

- a. Create an IT plan drafted by the Director of Information Technology and shared with the college community.
- b. Hire a consultant.
- c. A continuous planning process is used to update plans.
- d. The master plan includes the technology plan rather than a separate technology plan.
- e. First you develop a master plan and then all other plans are developed, one of which is the technology plan.
- f. The technology plan has action items and includes the budget.
- g. The Information Technology and Academic Technology Plans are separate.
- h. The technology plan is prioritized, shared on the web, and all technology purchased is put on the web.
- i. Plans are used to get board support
- j. System-wide Technology Plan - Each college must submit a plan to get money. (Virginia Community College System has its planning information on the Web - <http://www.so.cc.va.us/its/governance/planfmt.htm>.)
- k. Plans are built based on the institution's values and vision.

2. Advisory Committee for Information Technology

Most community colleges have internal advisory committees, although some community colleges have external advisory committees.

Steering committees are used to determine what type of faculty development is needed, faculty incentives, and reward for the incorporation of technology into the curriculum.

Some advisory committees deal with planning the use of future technology.

3. Staffing

How do you maintain a staff?

- a. Get to know your staff.
- b. Allow flexible work hours
- c. Telecommuting
- d. Hire someone who has retired early
- e. Use high school students
- f. Internships with your own students
- g. Incentives

-Pay for certification test

-Add to annual salary a bonus for certification(s) completed

4. What could EDUCAUSE do for Community Colleges?

- a. Survey all community colleges regarding the administrative system packages they are using and recommend software solutions that work for community college's based on the size of the institution.

b. Survey the amount of staff needed to support various applications used at Community College's.