**IEC Report Addendum 1**

**Technology Council Governance System Evaluation (a.k.a. Evaluating the Technology Council using the board criteria)**

1. Clarity
   1. The charter for the Technology Council is clear, and we have worked over the past several years to ensure the council’s work aligns directly with that charter. As a governance council we develop, review and approve technology policies, work with various groups, utilizing multiple means, to develop a college technology strategic plan, and assist with the development of the instructional technology plan.
2. Wide and explicit communication
   1. New and updated policies are published in COPPS
   2. Meeting agendas and minutes are posted on the governance system webpages
   3. Participation in All Council, Chair/Vice-chair, and any other governance system activities
   4. Publish annual plans and reports
3. Effectiveness
   1. We develop an annual plan for the technology council work, and then work our plan to completion each year
   2. We have been proactive in keeping technology policies up-to-date and adding new policies as the need arises
4. Efficiency and timeliness
   1. It tends to take a fair amount of time to get policies approved but that is to be expected if we want broad input and participation.
   2. The governance decision matrix - if followed as outlined - requires a great deal of time to work through to accomplish some of our work goals in a timely manner
   3. Based on the level of collaboration and communication coordination necessary, we do work hard to be as efficient and timely as possible within the governance framework
5. Processes that encourage employee and student participation in problem solving and decision making
   1. We develop, administer and evaluate student and employee surveys and focus groups to gather information on technical needs, issues, and ideas which we consolidate and submit to Information Technology via a technology plan
   2. We discuss controversial technology issues as a group to ensure disparate voices are heard.
6. Processes that assure that decisions are made at the appropriate level, by the appropriate group with the needed expertise
   1. We are making more extensive use of sub-committee work over last year and this year to increase the council’s ability to make project recommendations to Information Technology that are relevant and informed
   2. We focus on higher level policy issues rather than procedural issues.
7. Recognition of the support needed for employees and students to participate and contribute meaningfully
   1. Over last year and the current year, we have been piloting a new model for the technology council, which includes the scheduling of one monthly all member meeting and one scheduled sub-committee work group session each month. Additional sub-committee work group sessions can and are called by sub-committee members, but we are ensuring that at least one session per month is scheduled to ensure that the work of these sub-committees is supported. This process helps to ensure students and employees are able to participate and contribute to the real work of the council. Finding common times for large groups to meet can be challenging and this sub-committee work aims at addressing this challenge.