

**Technology Coordinating Committee (TCC)**  
**Agenda**

District Office – Conf Room #1

Friday, April 10, 2015

9:00 am -10:30 am

1. General Business
  - a. Meeting Dates – 2<sup>nd</sup> Friday of month from 9:00-10:30
  - b. Location – District Conf Room #1 or CCC Confer
  - c. Open position – 1 for Chabot student
  - d. Approval of Meeting Minutes 12/12/2014 and 3/13/2015
2. State's "Online Education Initiative" (OEI) - Update
3. Education Master Plan Charrette – Technology Session
4. Improved Processes for Communication (New hire workstations, Program Review technology requests)
5. Forms Generation Software, including online approvals; prioritize
6. Outlook Email Migration – Update
7. Training – Lynda.com and other options
  - a. Get more usage of Lynda.com
8. Other