The meeting was called to order at 2:10 p.m.

Minutes: The minutes of the October 15, 2008 meeting were approved with minor changes.

New Business: Reports & Updates: Email for CCSF Students (Doug Re, ITS)

CCSF has chosen Google Mail as the application for student email. Current plans are to provide a CCSF email address to all CCSF credit students. (A problem in the noncredit enrollment process makes it impossible to offer CCSF email to noncredit students at this time.) Google Education will provide a unique CCSF email address and access to Google Apps for life for all CCSF students. There is no cost to CCSF. Spring 2009 is the date the college will begin a pilot test on the system as soon as January. It will then be rolled out to all students later in the semester. Faculty and staff may also request a CCSF Google account.

Email is needed for CCSF students because:
- Most colleges do this and the Board of Trustees has asked for it
- CCCApply requires an email for students,
- Because of CCSF’s large size, emails sent to students using Yahoo and Hotmail accounts are identified as spam and students do not receive college communications.
- Uniform student email will make it easier for the college to communicate with students and alumni and will save the college money.

Student emails will consist of their first initial, last name, and in the case of duplicates, a number. [jdoe5@mail.ccsf.edu]

Possible Google Apps to be used at CCSF include:
- Google Calendar, making it possible to import CCSF calendar in all student calendars.
- Google Docs (online wordprocessing, spreadsheets, presentations, etc.)
- Google Talk (instant messaging)
- Gadgets (various serious and fun tools)
- Google Sites
- A “Start” page ( formerly know as “iGoogle”)

Old Business: CCSF Technology Plan
Janet Willett summarized changes made to the Ed Tech portion of the Campus Technology plan during the review period. Some changes to wording were suggested. [3.0 (a), 3.5 - take out “mainstream”].

There was a discussion concerning the definitions of “online”, “hybrid”, “on-site”. Further discussion surrounded funding issues for hiring student lab aides to assist noncredit students in the lab context. The plan is still waiting for material for the Broadcasting (BEMA) portion.

The meeting was adjourned at 4 p.m.