

Educational Technology Advisory Committee (ETAC)
Member Job Description
January 2015

Foothill-De Anza stakeholders who are interested in serving on ETAC are asked to commit to a two-year term. During their term ETAC members are asked to attend monthly meetings and engage with colleagues in the following ways:

- Actively participate in ETAC discussion in person and online
- Report to ETAC from their respective stakeholder groups on technology-related issues
- Provide feedback on technology initiatives and projects presented to ETAC
- Participate in the evaluation of technology solutions and implementations
- Assist in establishing technology standards and policies
- Contribute to the development and monitoring of the district technology master plan
- Regularly report back to their respective stakeholder groups on the activities and recommendations of ETAC
- *Investigate technology developments and policies at other colleges and report back to ETAC*
- *Participate in town hall/brown bag, casual technology discussions with campus stakeholders*