**NCDA Technology Committee**

**March 15, 2018**

Barbara Thomson, Co-Chair, [thomson.barbara@rutgers.edu](mailto:thomson.barbara@rutgers.edu)

Kathyy Battee-Freeman, Co-Chair, [kathyy@uis.edu](mailto:kathyy@uis.edu)

**Committee Members:**

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| Amy Thul-Sigler  Ashley Watts  Barbara Thomson  Christopher Belser  Cindy Miller  Darrin Carr  Dawna Reeves  Elizabeth Matthews  Ellen Weaver Paquette  Elliot Schoenberg  Gena Leisten  Gordon Helle  Janet Wall | Katherine (Kathyy) Battee-Freeman  Kris Kirilova  Lisa Raufman  Lynn Atanasoff  Lynne Orr  Mark Zammuto  Matt Henderson  Melissa Venable  Raza Abbas  Shirley Rowe  Stacie Jeffirs  Sherry Rhinehart |

**Committee Activities to Date:**

* Held Fall planning meeting between Co-Chairs, Barbara Thomson and Kathyy Battee-Freeman
* Emailed committee members to gather tech tips for newsletters, collect member information/ titles/organizations/locations/current technical issues and interests, created excel file with member information
* Held December committee conference call, discussed current technical issues and interests, upcoming NCDA conference
* Participated in fall NCDA committee conference call
* Created spreadsheet on NCDA Standards web content for possible review, obtained original content creation dates for relevant technical information
* Developed email message to send to NCDA vendor inquiries, directing them to NCDA online form to submit requests to review vendor resources, sent to one vendor
* Held January planning meeting between Co-Chairs, Barbara Thomson and Kathyy Battee-Freeman
* Scheduled next full committee conference call for March 8
* Responded to NCDA member inquiry regarding developing online forms for contest submissions, facilitated partnership between member and NCDA leadership team
* Collected 4 tech tips for newsletters, submitted 3 tech tips for recent newsletters

**Projected Plan through September**

* Select, review, and make update suggestions to dated NCDA technical web page content
* Prepare for upcoming NCDA conference
* Attend conference, make presentations, attend committee meetings during conference
* Collect and develop future tech tips
* Respond to member technical inquiries