**NCDA Technology Committee, March 2020**

Barbara Thomson, Co-Chair, [thomson.barbara@rutgers.edu](mailto:thomson.barbara@rutgers.edu), Dirk Matthews, Co-Chair, [dirkwmatthews@gmail.com](mailto:dirkwmatthews@gmail.com)

**Committee Members:**

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| --- | --- | --- | --- |
| Amy Thul-Sigler  Andrew Martin  Barbara Thomson  Christopher Belser  Cindy Miller  Darrin Carr  David Buck  Dawna Reeves  Dirk Matthews | Elizabeth Matthews  Ellen Weaver Paquette  Elliot Schoenberg  Gena Leisten  Gordon Helle  Janet Wall  Jenny Xu  John Johnson Katherine (Kathyy) Battee-Freeman | Kris Kirilova  Lisa Raufman  Lynn Atanasoff  Lynne Orr  Mark Zammuto  Matt Henderson  Melissa Venable  Raza Abbas  Rhoda Smackum | Sherry Rhinehart  Shirley Rowe  Stacie Jeffirs  Debra Ruddell  Vera Rodriguez Mancera  Leigh Farrar-Freeman  Deetra Wiley  Elizabeth MacDonald  Laura A. Wyche, M. Ed. |

**Committee Activities since August 2019:**

August, 2019

* Held committee conference call on NCDA Conference Tech Takeaways

September 2019

* Sent request for tech tips and created new online form to collect tech tips
* Updated committee membership list
* Sent reviewed vendors to NCDA Board (8)

October 2019

* Reviewed and submitted five vendor requests to Board
* Participated in conference call, tech committee leadership and NCDA social media lead, Ali Breen, to discuss upcoming partnerships

November 2019

* Tech Committee conference call, November 13  
  Assessing and preparing clients for technology in the hiring process, AI Interviewing - How to prepare individuals: https://www.insidehighered.com/news/2019/11/04/ai-assessed-job-interviewing-grows-colleges-try-prepare-students, Vendor Reviews, Tech Tips – Need Submissions, How are you using technology?, Data Collection: Best Practices, NCDA Credentials: Technology - Comprehend and use career development computer applications (not included in all credential categories)
* Attended NCDA Committee Chair Conference Call, November 19
* Conference Call, Tech Committee leadership, November 26

December 2019

* NCDA's Collaboration with Google: forwarded information to participate to team, Dirk and Barbara agreed to assist
* Reviewed online career content for Google request

February 2020

* Sent next batch of vendors to review (7) to committee, due early March 2020
* Committee Chair conference call, planned next committee conference call for March 25
* Both co-chairs not able to attend conference, need to plan for committee meeting
* Submitted tech tips to Board for Career Convergence

**Projected Plans through September 2020**

* Complete vendor reviews as requested by NCDA Board, collect committee feedback via Qualtrics surveys
* Select, review, and make update suggestions to dated NCDA technical web page content as needed
* Hold spring committee conference call
* 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