

MINUTES, 04/20/2017: TECHNOLOGY COMMITTEE

MEMBERS PRESENT: Jeremy Collins (Classified); Maggie Cordero; Vanessa Engstrom; Alice Ho (Archivist); Veselka Danova; Kathy Moore (Co-Chair); Daniel Oase (OEC); Alfonso Oropeza; Sergio Rodriguez (Co-Chair); Scott James (Secretary);

MEMBERS ABSENT: Mike Taylor

MISSION

The Technology Committee promotes the use of technology to increase efficiency of college operations and to support teaching and enhance student learning.

AGENDA ITEM	DISCUSSION	ACTION
Approval of Minutes (Kathy)	March 2017 Minutes <ul style="list-style-type: none">Alfonso had edits for Tech Plan portion of minutesAlfonso had edits for TAG report portion of minutes	Moved: Vanessa Second: Alfonso Abstentions: Jeremy
Approval of Minutes (Kathy)	November 2016 Minutes <ul style="list-style-type: none">No edits	Moved: Alfonso Second: Sergio
Annual Committee Evaluation Form (Kathy)	<ul style="list-style-type: none">Kathy prefilled form pending TEC approval<ul style="list-style-type: none">Responsibilities changes need to go thru ASScott wants IDC phase 1 removed from Accomplishments and put in Actions PendingAdded Tech plan revision in AccomplishmentsScott added to accomplishment LMS taskforce and CANVAS selection and advocate for faculty DE trainingAlf added to ACC website accessibility cleanupActions Pending section<ul style="list-style-type: none">Scott says continual DE training advocacyrevise TMP as a living documentChallenges<ul style="list-style-type: none">Scott says add funding as a challenge for tech advocacy and TMP initiatives that are inadequately fundedRecommendations<ul style="list-style-type: none">Keep ADAEliminate marketingKeep Cont. newsletter, PC budget and staffingEvidence<ul style="list-style-type: none">Keep all, revise TMP to 2018 to 2023	<ul style="list-style-type: none">Kathy to submit with recommended changes/additions

Technology Plan (TMP subcommittee)	<ul style="list-style-type: none"> • Sergio gave overview of draft, have final draft in for May meeting • Scott & Kathy discuss titles and organization items to flow better • Alf recommends adding addendums as a living document for accomplishments and new initiatives • Alf cited example of tech ratio changes in the next 5 years and how to document in Addendums • Scott cited to create a summary of changes document every year for new initiatives and changes in numbers or accomplishments <ul style="list-style-type: none"> ○ Everybody was open to that 	<ul style="list-style-type: none"> • Finalize TMP • Add revision control to doc
PIE Supplemental Questions (Alice)	<ul style="list-style-type: none"> • Alice submitted request to PIE and PIE approved the supplemental questions • Added questions for: partial funding, Tech plan, students served, sections served, classrooms impacted 	
CANVAS (Scott)	<ul style="list-style-type: none"> • Scott says State obligated them to use a specific single-sign on protocol. That is causing delays and making it difficult for ITS • CANVAS can integrate with LTI tools, but there are FERPA concerns • Collaborate and XOOM tools to still be used in CANVAS • Scott says that BB savings were already given back to college in General Fund. So it may have already been allocated. • Scott says lack of support funds are lacking for CANVAS piloting faculty this summer. May lead to pushing back go live date. • Scott hoping Dean Voelcker can find resources 	
Newsletter (Alice)	<ul style="list-style-type: none"> • Alice handed out draft of newsletter • Asked Scott to write CANVAS article 	<ul style="list-style-type: none"> • Scott to write CANVAS article
Reports: <ol style="list-style-type: none"> ASG Report PIE Update Distance Education Report ITS Standard Report TAG Report Website Committee Report 	ASG (Sam) – <ul style="list-style-type: none"> • Sam reported on townhall and TEC questions and results for survey PIE (Alice) – <ul style="list-style-type: none"> • Alice reported PIE looking at how to fund requests made by TEC. • Instructional tech request items, 2 items, in green 	

sending forward to be funded to cabinet

Distance Education (Scott) –

- Scott offers online cert program to certify instructors to teach online to use BB, instructional design, and multimedia, and ADA.
- Scott is updating program for CANVAS. Working to align online certification program with SAC so instructors can teach at either college. Currently cannot teach at each other's college

ITS (Alfonso) –

- Alf says surface pros and laptop/tablet hybrids that are difficult to image because of lack of network port if not suitable dongle found
- Alf says he and ITS walked the campus and identified a handoff issue with the WiFi network and reported to the vendor and got a correction made. Student employee also tested handoff issue resolved. Still have coverage issues to be assessed.
- Alf encouraging semester walkthrus going forward with ITS.
- Best coverage in center of campus.
- Terraced buildings have WiFi problems. Gym and fields not tested.

TAG (Sergio) –

- Reviewed ITS project list.
- Expressed concerns over cloud migration and deadline. Lee said its soft deadline to get vendor moving.
- Colleges will have 3 weeks to test systems when had deadline has been set.
- Vendor has been having hardtime keeping qualified employees.

Website (Alice) – no meeting to report from

Other:

- Sergio mentioned mobile app availability

	<ul style="list-style-type: none">• Phil and Amanda from DSPS will be putting together some accessibility training for the college. Great news.	
	Next meeting 05/17/17 Meeting Adjourned at 3:05pm	