

EL CAMINO COLLEGE
MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING
SEPTEMBER 25, 2012

The Academic Technology Committee is a sub-committee of the College Technology Committee and the Academic Senate that focuses on the academic technology needs of the college.

Members Present: Virginia Rapp, Dawn Charman, Lyn Clemons, Alice Grigsby, Dwayne Hayden, Pete Marcoux, Noreth Men, Dave Murphy, Soshanna Potter, Stephanie Rodriguez, Howard Story, Don Treat, Francine Vasilomanolakis, John Wagstaff, Michael Wynne

Members Absent: Francis Baylen, Susan Dever, Lyman Gin Hong, Matthew Kline, Donna Manno, Margaret Steinberg

Also Present: Irene Graff

Recorder: Laurie Linka

The Academic Technology Committee meeting was called to order at 12:51 p.m.

It was announced that P. Marcoux and J. Wagstaff were asked to be co-chairs of the El Camino College Accrediting Commission, and they would be working closely with the Academic Technology Committee to support our needs. It was stated this would be a good opportunity to air our concerns. J. Wagstaff referred this committee to the Accrediting Committee Community and Junior Colleges (ACCJC) website (www.accjc.org) for information on:

- Resources
- Indications
- Minutes
- Agendas
- Reports
- Process of decision-making

The Commission is accredited, and the process includes:

- The Institute evaluates itself
- A team of peers reviews
 - Recommendations are made
- The Commission conducts its own review

This process improves the institution, and helps to determine which specialized areas need help.

At this time, Dr. Rapp initiated a discussion regarding the upcoming Vendor Fair, which was discussed at a preliminary meeting on September 13. It was decided the fair would be held on Friday, March 29, 2013, and D. Manno has reserved the meeting rooms (Alondra, East Dining, Stadium and Decathlon) for the event.

Vendors will be asked to display the types of technology available, and present information more global than specialized. The goal is for the faculty to learn from the vendors, as opposed to the vendors just demonstrating their products. They should be telling us about the future, not about what they are selling. The fair is to be campus-wide, for all faculty. It was suggested that the theme of the fair should translate to where we will be in five years. In addition to the vendors that were suggested at the preliminary meeting on September 13, which included Apple, Android, Google, Gmail and Dell, other recommended vendors included:

- Telecom
- Educare
- MS365
- Trinidad

At this time, I. Graff presented a draft of a Student Technology Survey for the committee to peruse, comment on and make recommendations. The survey consisted of approximately thirty questions, and as this was quite lengthy, it was agreed that this should be split up into several surveys – different versions with different questions. The committee shared their ideas:

- Determine what do we want to glean from each question
- Introductory questions could possibly include:
 - What type/version is your computer?
 - How do you connect to the Internet?
 - Dial-up versus DSL
- Design surveys for particular groups
- What is the actual purpose of the survey?
 - Planning OUR technology, or
 - Seeing what the students are integrating into being a student at ECC
- Surveys should be short and general, then followed up with target groups
- Better resources are needed for printing issues
 - How important is access to printers?
- Incorporate website at ECC similar to www.foothill.edu/ask as a resource for the students
 - Students can ask questions on a multitude of subjects, including registration, course catalog, tuition, faculty, programs, how to withdraw from a class
- Some questions seemed more geared toward university students and may not be applicable to ECC students
- In regards to apps, ask not only which ones the students use, but also inquire which ones they would like to have
- The demographics portion of the survey should be expanded, which would allow break-out results
- The question regarding which things does the student wish ECC used more often, and listed over thirty choices, including Twitter, LinkedIn, Web-based videos and e-portfolios, to name a few, might benefit Public Relations as well as the Academic Technology Committee.

Dr. Rapp requested the committee to review the entire survey and return comments, suggestions and recommendations to I. Graff in one week. P. Marcoux will email a copy of the survey to the committee for their perusal.

At this time, discussion returned to the Vendor Fair. Dr. Rapp asked the committee to submit suggestions, ideas and additional contacts. Faculty should confer with students prior to the fair to get their input on Smartphones and other technology they are interested in. As discussed in an earlier meeting, there will be breakout sessions and demonstrations by the vendors.

The meeting was adjourned at 2:01 p.m.