EL CAMINO COLLEGE
MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING
SEPTEMBER 29, 2015

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: Pete Marcoux, Virginia Rapp, Joyce Dallal, Noreth Men, Kristine Numrich, David Pahl, Soshanna Potter, Howard Story, Claudio Vilchis, Will Warren

Members Absent: Elana Azose, Dawn Charman, Lyn Clemons, Dwayne Hayden, Lisa Mednick, Dave Murphy, Kendyl Palmer, Sabra Sabio, Margaret Steinberg, Michael Wynne

Guests: Andrea Sala - Foundation

Recorder: Laurie Linka

The Academic Technology Committee meeting was called to order at 12:35 p.m.

Faculty Laptops
W. Warren presented a progress report on faculty laptops. Faculty will be given a choice of a laptop or a tablet. New models of the slimline laptop have been ordered for testing purposes. Prior to testing the demos at sessions conducted by L. Mednick in Staff Development, faculty will be sent a notification of the options, a schedule for the demo sessions, and a survey that will include information on placing an order. This will also give instructions in regards to returning their old laptops. It was suggested that a "cheat sheet" list of pros and cons be compiled for each device. This list should be included on the survey to be given to faculty. Some of the features of the two options are:

Laptop
- Dell 7000 series
- Slimline
- 5 year warranty
- 14 inch monitor
- More reparability
- More interfaces
- No touchscreen
- No dvd

Tablet
- 23 inch monitor
- Docking station with built-in wire connection
- Keyboard and stand
- Touchscreen
- 3 year warranty
- Mobility

It was questioned whether ITS is prepared to support the new devices in what issues may arise. It was noted that the most common problem is breakage, and under warranty, the device would be sent back for repair. The cost of the warranty is generally 25% of the purchase price.

OE Educate to OE Campus
OE educate is the software currently used to create faculty web pages. ECC will now be moving to OE campus. It is unknown when the switch will occur, but information will be forthcoming from Staff Development.

CANVAS Course Management System
ECC campus has been using etudes for approximately eight years. CANVAS, a course management system supported by the Chancellor's Office, is being considered as a replacement for etudes (although the systems would overlap during the transition). OEI (Online Education Initiative) is keeping people informed and encouraging discussion on campus, which should involve the Academic Senate. Couse Management System is a great tool, a goal being the exchange of courses with other colleges. Twenty-four colleges have joined the effort in a pilot course exchange. ECC is not involved in this effort at this time. We need to start conversation on this, and the Distance Education Advisory Committee should start the process. The DEAC has recommended that ECC consider adopting the CANVAS Common Course Management System. Etudes must remain active, effective until June 2017. A decision should be made by January 2016 in order to consider the April Cohort. It was noted that there is a growing demand in the TSA industry to utilize this type of system. The cost to use CANVAS will be free until 2018-19, due to OEI grant funds. It was suggested that an OEI presentation of the CANVAS system, with workshops for the faculty, be included during flex day in the spring, if possible.

Campus Technology Survey
It was recommended that another technology survey be conducted. The previous survey was done three years ago. Faculty and students will be surveyed regarding issues they are having on campus, as well as determining what they are using in the way of operating systems, technology, computers, phones, wireless. There is a hope to conduct the survey in the spring, so results could be complete by the Technology Conference. The format of the survey is in place – it has been developed; this time, it just needs to be tweaked.

N. Men stated that the students have Wi-Fi issues in the library. They are receiving error messages while on their laptops. It was recommended she inform the students to take a screen shot of the error and report it to ITS. ITS is currently working on eliminating Wi-Fi issues on campus.

Technology Conference
It was decided to bring ideas for the Technology Conference, to be held approximately the fifth week of spring semester, to the next ATC meeting.

Career Coach
Career Coach is a resource available on the ECC website, made possible by Perkins funding. It is designed to provide current and local information on employment, training, wages and supplementary education. The link for Career Coach does move around on the ECC website, as it is rotated due to high demand. V. Rapp and M. Kline designed a pilot flyer for the Behavioral and Social Sciences Division for illustration and informational purposes. The cost for Career Coach was approximately $30,000, and more than 1500 people have accessed it since the beginning of the year.

It was suggested that input from this site could be utilized for the Technology Survey and the Technology Conference.

The next meeting of the Academic Technology Committee to be determined. Members will be notified.

The meeting was adjourned at 2:02 p.m.