

EL CAMINO COLLEGE
MINUTES OF THE ACADEMIC TECHNOLOGY COMMITTEE MEETING
OCTOBER 11, 2016

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, Thurman Brown, Dawn Charman, Lyn Clemons, Noreth Men, Dave Murphy, Kristine Numrich, Soshanna Potter, Howard Story, Claudio Vilchis, Michael Wynne

Members Absent: Joyce Dallal, Lisa Mednick, David Pahl, Kendyl Palmer, Sabra Sabio, Andrea Sala, Margaret Steinberg, Will Warren

Recorder: Laurie Linka

The Academic Technology Committee meeting was called to order at 12:36 p.m.

Technology Master Plan

Copies of the Technology Master Plan were distributed to all members for review and discussion. The Plan spans a five year period from 2018 to 2022, and was developed in part with results from the Campus Technology Survey from fall 2015 by I. Graff. It was noted that the survey from the fall was not conducted with a representative group, as those surveyed were from English and Mathematics disciplines only. It was recommended that, since the focus is on the students, access issues be resolved so all students maintain accessibility. Certain items in the Master Plan should be benchmarked, and there should be an academic technology standard in the Plan – a “checklist” on mandatory things. The current campus standard does not work for everyone. P. Marcoux asked the members to send to him any comments regarding the Campus Academic Standard. Objective D-03 from the Master Plan was referenced: Provide and support ADA/508 compliance for all students and staff/faculty. The Information Technology Services Organization Chart was discussed. It was noted that the title of Computer Lab Specialists no longer exists; all are now Computer Systems Support Technicians, and these provide support to the entire campus, for both hardware and software issues. Members were asked to send all comments, recommendations and additions to the Master Plan to P. Marcoux as soon as possible. All information will be presented to the College Technology Committee.

Spring 2017 Technology Conference and Vendor Fair

Members were asked for input regarding the 2017 Technology Conference and Vendor Fair. Items to be considered are date, theme, presenters, vendors, refreshments. These require quite a bit of planning. It was noted that spring semester begins next year in February. Suggestions for a keynote speaker were requested. Recommendations from the members included laptop workshops, lunchtime topics, and round table discussions. It was suggested that a Canvas component be included in the Technology Conference, with faculty resources offered. It was determined that the conference would be held the sixth week of the semester, on March 24, 2017.

Canvas Update

Canvas training for faculty is scheduled for November 19. Two 3-hour sessions are planned, for morning and evening. Some mandatory, online training will be required, along with on-campus

training. Faculty must be certified to teach online. There are many options for Canvas training; faculty must be trained appropriately. There is a waiver process to train elsewhere. Training information is forthcoming; faculty will receive invitations to receive training. Canvas should be adopted by all by the end of fall 2018.

Portal Update

C. Vilchis advised that ECC has signed a contract with Ellucian. The portal update will be complete by spring 2017. This will incorporate a single sign-on for students. P. Marcoux shared information regarding Starfish Solutions, which is a program and counseling tool that allows educational planning and academic alerts. Starfish provides faculty a convenient way to keep track of their students. Within Starfish, faculty can communicate with students about their performance, acknowledge student success, and raise flags when they observe a pattern of behavior that concerns them.

Chromebooks

A Chromebook is a laptop running the Linux-based Chrome OS as its operating system. The devices are designed to be used primarily while connected to the Internet, with most applications and data residing in "the cloud". P. Marcoux told the members some of his students have been utilizing the laptops for about a year. The first group of laptops were purchased by the Foundation and given to students, who have been quite successful. Future requirements will dictate that students purchase and bring the device to the classroom – the cost is approximately \$200. It was suggested that perhaps the Foundation could donate the devices for low-income students. There was also a suggestion to require FYE students to purchase a device. Some concerns: will training be offered on Chromebooks? If students are required to purchase, should faculty be required to use it? P. Marcoux will take the members suggestions and concerns and present to Senate.

California Connects

D. Murphy shared a handout of an offer for a mobile internet service called California Connects, which supplies 4aG LTE connectivity on any WiFi-enabled device. This program is presented by the Foundation for California Community Colleges. C. Vilchis stated the coverage is not great. However, it was noted that the hotspot device is good to have, like WiFi on your phone.

The members were informed that El Camino College provides a zero interest, two-year loan for employees who wish to purchase a computer, or anything computer-related.

Other business

WiFi training was requested. Learning how to log in, protocol to set up meetings, and how to request assistance from Help Desk were some issues. We are hoping to have WiFi by March 24 of next year.

Some faculty are not yet using OU Campus. The template is confusing, and there is no place for office hours or class information. There are help links in the main interface of OU Campus.

A web task force is in the process of redesigning the ECC website. It was recommended that there be input from actual users. P. Marcoux will voice this concern at the next Senate meeting. It was noted that the ECC website will remain open to the public, while Canvas and Starfish are on-campus use only.

P. Marcoux spoke of the possibility of demonstrating new Scantron machines at the technology conference in the spring.

The next meeting of the Academic Technology Committee to be determined. Members will be notified. V. Rapp requested that members email her with agenda topics.

The meeting was adjourned at 1:55 p.m.